

BEFORE THE NATIONAL GREEN TRIBUNAL, PRINCIPAL BENCH,
NEW DELHI

O.A. NO. 199 OF 2014

IN THE MATTER OF:

ALMITRA H. PATEL & Anr.

..... APPLICANTS

VERSUS

UNION OF INDIA & Ors.

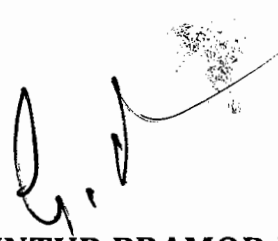
..... RESPONDENTS

NDOH- 01/03/17

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Filed Through:



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New Delhi

Date : 27/02/2017

BEFORE THE NATIONAL GREEN TRIBUNAL AT NEW DELHI**ORIGINAL APPLICATION No.199 OF 2014****IN THE MATTER OF:**

1. Mrs. Almitra H. Patel
 Convenor, INTACH Waste Network,
 Residing at No.50, Kothnur, Bangalore 560 077

2. Captain J.S. Velu
 Organizer, Exnora Intach Clean India Campaign
 C/o. Anjanappa, No.2, Oil Mill Road, Satipalya
 Lingarajapuram, Bangalore 560084

..... Applicants

VERSUS

The State of Andhra Pradesh,
 Through the Chief Secretary,
 A.P. Secretariat, Velagapudi, Guntur District.

& Others Respondents

:AFFIDAVIT:

I, Karikal Valaven, aged about 53 years, Occupation: Principal Secretary to Government, Municipal Administration and Urban Development Department, Government of Andhra Pradesh, AP Secretariat, Velagapudi, Guntur District, resident of Vijayawada, authorized to file this affidavit, do hereby state on solemn affirmation as under:

2. That I am one of the Respondents in the aforesaid case and as such I am fully conversant with the facts and proceedings of the case.

3. That I have not filed any other Review petition in this Hon'ble Tribunal against the impugned judgment.

4. It is submitted that the Hon'ble Tribunal in its orders, dated 22-12-2016, has disposed of the OA No.199 of 2014 issuing certain directions to take immediate steps to comply with all the directions contained in the said Order and submit action taken report to the Hon'ble Tribunal. Several efforts have been made by the department by taking concrete actions to comply with the orders of Hon'ble National Green Tribunal and in pursuance of Solid Waste Rules, 2016.

Andhra Pradesh state has made several innovative and pioneering efforts in Municipal Solid Waste Management consolidating the best practices in the state and design a unique approach. The urban profile of the state;

- The population of the Andhra Pradesh State is **494** lakhs and the Urban Population is **146** lakhs (which constitutes **29.55 %** of the State Population) and with **32.40** Lakh Households
- The total Municipal Solid Waste generated is **6650** Metric Tons (Approx.) per day
- There are **110** ULBs in the State and their classification is as follows;

Municipal Corporations	14
Selection Grade Municipalities	04
Special Grade Municipalities	07
First Grade Municipalities	12
Second Grade Municipalities	25
Third Grade Municipalities	23
Nagara Panchayats	25

5. It is submitted that, in continuation of the status report already filed before the Hon'ble NGT, it is to report that in order to implement the SWM Rules and NGT directives, the Government of Andhra Pradesh, has undertaken the following initiatives to streamline the activities of collection, segregation, transportation and further processing of source segregated waste on priority basis:

- i) Government of Andhra Pradesh has issued Operational Guidelines for Maintenance of Sanitation and Solid Waste Management vide G.O. Ms No. 279, MA, dated 31.12.2015. The key objectives of the guidelines are
 - a) Providing 100% service coverage to all the residential commercial and other public places in the jurisdiction of urban local body areas.
 - b) Guiding the ULBs for effective implementation of SWM Rules, NGT directives and other relevant regulations in a systematic manner, with reference to Source Segregation, Collection, and Transportation of Solid Waste.
 - c) Guidelines for micro planning of the residential, commercial areas and main roads, work responsibilities, and methods for carrying out the sanitation and solid waste management activities.
 - d) Rationalizing the norms for manpower, transportation of vehicles, tools, implements and conservancy materials.
- ii) Further initiated step is to outsource the work packages for collection, segregation and transportation activities to third party agencies on 3 year tenure basis and these contracts become operational by the end of March/April, 2017.

- iii) Technology based monitoring tools have been designed to ensure
1. Better delivery of services.
 2. Compliance to MSW Rules & NGT directives.
 3. Availing better technology, management methods and capital through private, social sector and CSR participation
 4. Overall positive impact on the living environment by mitigating pollution and environmental hazards.
- iv) The service delivery plans include specific services to different population segments:
- a) Residential Areas (source separated Solid Waste Collection and transportation to disposal points)
 - b) Commercial and Institutional Bulk Waste Generation Areas (source separated Solid Waste Collection and transportation to disposal points)
 - c) Construction and Demolition Waste
 - d) Owing to the emphasis on separation at source, plastic, electronic and bio medical waste will be handled separately and processed as per the specified processes
 - e) While door to door services will be provided to individual households and commercial units, for group houses, apartment complexes, shopping, commercial and institutional complexes, the responsibility for source separation, storage and handing over the waste in separated manner is fixed on the owners and associations of these complexes, thereby making the bulk waste generators obligated to systematic waste handling in their own areas.
 - f) The above services will be provided to all the existing residential, commercial and other institutional establishments. Suitable provisions will be made in the Town Planning Rules for building permission and industrial approval and similar infrastructure development projects so that they make suitable plans for waste collection, storage and handing over the waste in source segregated manner to the service providers. Also it will be stipulated in the corresponding Rules that bulk waste generators such as market yards, large commercial complexes, hotels, function halls, educational institutions, hostels, industrial townships should undertake processing organic waste in their own premises.

6. Further, it is also submitted that a Project Management Unit at State Level is established (copy of Government Order is enclosed) to give handholding support to all the 110 ULBs in the State, in implementation of the above said guidelines. Several State Level, Regional Level, ULB Level Work Shops were conducted to operationalize the guidelines issued. In addition ULB Level City Sanitation Task Forces were also constituted for involving them in the implementation of the said guidelines. Local Resource Persons were also identified for creating awareness among the stake holders. Trainings were also imparted to them and also to the functionaries of the Urban Local Bodies through Project Management Unit established exclusively for this purpose.

7. It is submitted that besides this Government of A.P. has also taken steps to engage 3 or 4 team of consultants/agencies, for designing State Level Strategy for Capacity Building and Information Education Behaviour Change Communication (IEBC) activities, one agency for Capacity Building, one agency for IEBC and IB at State Level and Regional Agencies for CB, IB and IEBC activities for Uniform Implementation in the ULBs in the State. RfPs were floated and 2 individual consultants were already been engaged for setting up of State Capacity Building Information, Education and Behaviour Change Communication Mission Management Unit (SCIMMU) in office of the Director of Municipal Administration, Andhra Pradesh. Steps are also being taken to float RfPs for engaging Agencies for Design of State level Capacity Building Strategy & Content in Municipal Solid Waste Management [MSWM] for Andhra Pradesh, for Development of State level IEBC strategy, Institution Building, Material Design for Mass & Interpersonal Behaviour Change Communication in Municipal Solid Waste Management [MSWM] for Andhra Pradesh and also to engage Four [4] Regional Service Providing Agencies to Implement Capacity Building, Institution Building and IEBC activities in all ULBs on Municipal Solid Waste Management [MSWM]. (Government Orders permitting this are enclosed).

8. Further, the Government of Andhra Pradesh has established Swachh Andhra Corporation and given the mandate to fulfil the Mahatma Gandhi's dream of "Swachh Bharat" by eliminating open defecation, eradication of manual scavenging, Solid and Liquid Waste Management, Information, Education and Communication and Capacity Building activities to maintain the cleanliness and hygiene in urban and rural areas of Andhra Pradesh. Swachh Andhra Corporation has taken up the activities among others for scientific processing and disposal of municipal Solid waste. As a part of it, the Swachh Andhra Corporation has initiated action for setting up of Waste to Energy Plants under PPP mode in Cluster Approach. 10 Clusters were formed with 53 ULBs. 4471 MTs of Municipal Solid Waste will be processed with 10 Waste to Energy Projects proposed to establish. The projects are awarded with a condition to establish the plants in conformity with the SWM Rules, 2016. At present Concessionaire Agreements were entered into with the Agencies by the ULBs for establishment of Waste to Energy Plants. With this, 4470 MTs of Municipal Solid Waste per day will be processed and it is expected to generate 63 MW Power. Land has also been identified in 8 out of the 10 Lead ULBs for setting up of the Waste to Energy Plant and given to the developers on lease basis for a period of 25 years. The ULBs and developer are taking all necessary steps to establish the plants in accordance with the SWM Rules, 2016.

DETAILS OF THE 10 WASTE TO ENERGY PLANTS

Plant Location (Lead ULB)	No of ULBs covered in the Cluster	MSW Qty. (in TPD)	Capacity of WtE Plant (in MW)	Name of the Concessionaire
Visakhapatnam	1	942	15	M/s. JITF Urban Infrastructure Limited
Guntur	9	1,202	15	
Tirupati	6	374	6	
Vizianagaram	4	203	4	M/s. Essel Infra Pvt Limited
Tadepalligudem	7	342	5	
Machilipatnam	5	196	4	
Ananthapur	6	283	4	
Kadapa	5	317	5	
Nellore	4	296	4	M/s. Envikare LLP
Kurnool	6	316	1	M/s. Nexus Novus

9. In addition to above, the Swachh Andhra Corporation has also floated RFPs for setting up of Municipal Solid Waste Management Projects in rest of the 57 Urban Local Bodies by using different technologies i.e., Waste to Compost/RDF/Bio-methanization/Bio-fuel. The pre-bidding meeting has also been conducted with prospective bidders. The last date for submission of bids is 27.02.2017 and successful bidders will be finalized in the first week of March, 2017. The key features are;

- ULB to handover segregated waste to the door step of the plant.
- Developer to process the waste and dispose the inerts as per MSW Rules, 2016.
- Scientific Land Fill is responsibility of the Developer.
- Compost:(FCO standard) will be procured @ Rs. 2500/- per Tonne by NFCL
- Marketing subsidy @ Rs.1500/- per Tonne to Developer/NFCL
- Technology neutral
- Power will be purchased by ULB @ Rs. 6.85/-PU
- External infra will be provided by ULB
- Internal Infra to be developed by Developer
- Support from Agriculture Department of the State and Land at Nominal Lease for Rent etc.
- Bidding parameter will also be least Tipping Fee quoted Per ton of City Compost produced.

10. It is submitted that, similarly, Swachh Andhra Corporation has also floated RFPs for establishment of Construction & Demolition Waste Treatment Projects in three places i.e. at Greater Visakhapatnam Municipal Corporation, Vijayawada & Tirupathi and the bids received are under techno-commercial evaluation at Government Level for finalization. Land was also identified for all the 3 Projects.

11. It is submitted that Swachh Andhra Corporation has also floated RfPs for reclamation of dump sites at Grater Visakhapatnam Municipal Corporation and Vijayawada Municipal Corporation through bio mining technology. But tenders were cancelled due to non-participation of the bidders. However, as a pilot basis Greater Visakhapatnam Municipal Corporation has issued 5 acres of Kapuluppada dump site for reclamation to Coromandel International Ltd., with technical assistance of M/s. Bhavani Bio Organics Pvt. Ltd.

12. It is submitted that a proposal for relevant Amendments and Provisions in the AP Municipalities Act, 1965 and AP Municipal Corporations Act, 1955 for Levy of Fines on persons or agencies for throwing Solid Waste or Garbage in Streets/Open Places etc., and also for collection of user charges, has been prepared and it will be placed before the State Cabinet for their perusal and approval.

13. It is also pertinent to state that after bifurcation of the State, the Government of Andhra Pradesh with a vision of transforming cities and towns in the State into the best towns and cities in terms of livability, environment and health standards and thereby making them attractive tourist and investment destinations, has taken up the initiative to make these towns and cities clean and litter-free. In furtherance of the same, as narrated above, Swachh Andhra Corporation has been established in the year 2015 exclusively to focus on sanitation and solid waste management. In addition to this, to maintain sanitation effectively and to process the solid waste brought elaborate guidelines for uniform implementation in all 110 ULBs in the State. Steps were already initiated to establish various plants for processing the solid waste and also reclaim the old dumpsites through process of bio mining. The other projects are also in pipe line to pilot onsite sanitation system to ensure liquid and septage management through reputed consortium of internationally acclaimed agencies.

14. With reference to the Hon'ble National Green Tribunal orders dated 12th January 2017 highlighting the need to ensure proper treatment of sewage before its discharged into any waterbody, the Government of Andhra Pradesh has drafted a State Policy and Operative Guidelines for ULBs in AP for Faecal Sludge and Septage Management. Pending the release of the National Policy on Faecal Sludge and Septage Management which is expected by end of February 2017 the state policy will be aligned and updated with the National Policy and released immediately.

15. In pursuance of the Orders issued by Hon'ble National Green Tribunal, New Delhi, dated 22.12.2016, in OA No.199 of 2014 on implementation of Solid Waste Management Rules, 2016, as specific initiations are taken up in the Urban Local Bodies of the State of Andhra Pradesh, this point-wise action taken report is submitted below:

Reply on point wise directions issued by the Hon'ble NGT, New Delhi in its orders dated 22.12.2016 as corrected vide orders dated 02.01.2017 in OA No. 199 of 2014.

S. No.	Directions of Hon'ble NGT	Present status in Andhra Pradesh
1.	Every State and Union Territory shall enforce and implement the Solid Waste Management Rules, 2016 in all respects and without any further delay.	The Solid Waste Management Rules, 2016, were communicated on 13.06.2016 & 24.01.2017 to all the Municipal Commissioners of 110 ULBs in the State with directions to go through the Rules and take immediate action for implementation as per the time frame given in Rule-22 of the said Rules in their ULBs.
2.	The directions contained in this judgment shall apply to the entire country. All the State Governments and Union Territories shall be obliged to implement and enforce these directions without any alteration or reservation.	<p>As reported in the previous affidavits filed before the Hon'ble Green Tribunal, the collection of garbage in Door-to-Door is sustained in all 110 Urban Local Bodies in the State with coverage 94% of total wards. This activity is regularly monitored by placing it in Key Performance Indicators. Similarly, Lifting of Garbage is also monitored by placing it in Key Performance Indicators. Thereby, the ULBs are implementing the primary responsibility of collection, transportation of the garbage in terms of SWM Rules, 2016. Further, with a view to implement the SWM Rules, 2016 (by considering the draft SWM Rules, 2015) and also implement the Hon'ble NGT directives uniformly in all the ULBs, Government of Andhra Pradesh have issued Operational Guidelines for Maintenance of Sanitation and Solid Waste Management vide G.O. Ms No. 279, MA, dated 31.12.2015. The salient features of the cited Government Orders are:</p> <ul style="list-style-type: none"> • Shifting from Worker Outsourcing to Work Outsourcing (Comprehensive responsibility for supply of vehicles, conservancy materials, workers etc., • 100% service coverage - Micro Pocket (for 350 + waste generators) as a basic unit of service delivery in residential areas. • 3 Way Source Segregation of Waste • Gate-to-Gate Stream Separate Waste Collection & Transportation. • Street Sweeping & Drains Cleaning. • Litter Collection and Sweeping of Main Roads & Public Places. • Disinfection and Vector Control. • Collection and Transportation of Commercial and Bulk Solid Waste in Commercial Areas. • Assessment of service level performance of the contractor through technology based monitoring and evaluation system. <p>Further, a Project Management Unit at State Level was established, vide GO Ms.No.86, MA&UD Department., dated 11-04-2016,</p>

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
		<p>(copy enclosed) to give handholding support to all the 110 ULBs in the State, in implementation of the said guidelines. For this purpose several State Level, Regional Level, ULB Level Work Shops were conducted. In addition to this, ULB Level City Sanitation Task Forces were also constituted for involving them in the implementation of the said guidelines. Local Resource Persons were also identified for creating awareness among the stake holders. Trainings were also imported to them and also to the functionaries of the Urban Local Bodies through Project Management Unit.</p> <p>Basing on the cited guidelines estimates were prepared for calling tenders for Maintenance of Sanitation by 87 Urban Local Bodies and Administrative Sanctions by the Government were given to 54 ULBs, Technical Sanctions for the estimates of 49 ULBs were also given and 29 ULBs are to be issued Administrative sanction shortly. The preparation of guidelines, terms and conditions for calling tenders is in progress. Once, the service provider is put in place of finalizing the bids, the gate-to-gate collection, segregation and transportation as envisaged in the SWM Rules, 2016 will be enforced through monitoring and evaluation tool which is under finalization.</p> <p>In addition to this, recently an App called PURASEVA has been developed and placed in Google Play Store. One of the facilities provided in the App is that the citizen can file complaint by using the App for redressal on the services rendered by the Urban Local Bodies. One of the categories of the complaints included in the App relates to Sanitation and Solid Waste Management issues. Specific timelines were stipulated for redressal of grievances. This has been linked with online application developed for the public grievances redressal in the name of PGR Module under ERP. Wide publicity has been given on this App to educate the people on it. Hence, this App will also act as one of the tools for improvement of the sanitary conditions in the ULBs.</p> <p>Further, the Government of Andhra Pradesh have established Swachh Andhra Corporation and given the mandate to fulfil the Mahatma Gandhi's dream of "Swachh Bharat" by eliminating open defecation, eradication of manual scavenging, Solid and Liquid Waste Management, Information, Education and Communication and Capacity Building activities to maintain the cleanliness and hygiene in urban and rural areas of Andhra Pradesh. Swachha Andhra Corporation is taking up the activities among others for</p>

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
		<p>scientific processing and disposal of municipal Solid waste.</p> <p>As a part of it, the Swachh Andhra Corporation has initiated action for setting up of Waste to Energy Plants under PPP mode in Cluster Approach. At present Concessionaire Agreements were entered into with eight Agencies for establishment of Waste to Energy Plants. With this, 4470 MTs of Municipal Solid Waste per day will be processed and it is expected to generate 63 MW Power. Land has also been identified in 8 Lead ULBs for setting up of the Waste to Energy Plants and given to the developer on lease basis for a period of 25 years. The ULBs and developers are taking all necessary steps to establish the plants in accordance with the MSW Rules, 2016.</p> <p>In addition to above, the Swachh Andhra Corporation have also floated RfPs for setting up of Municipal Solid Waste Management Projects in rest of the 57 Urban Local Bodies by using different technologies i.e., Waste to Compost/RDF/Bio-methanization/Bio-fuel for scientific processing and eliminate any dumping in any ULB of AP. The pre-bidding meeting has also been conducted with prospective bidders. The last date for submission of bids is 27.02.2017 and successful bidders will be finalized in the first week of March 2017.</p> <p>The key features are;</p> <ul style="list-style-type: none"> • ULBs to handover segregated waste to the door step of the plant. • Developer to process the waste and dispose the inert as per SWM Rules, 2016. • Scientific Land Fill is responsibility of the Developer. • Compost (FCO standard) will be procured @ Rs. 2500/- per Tonne by NFCL • Marketing subsidy @ Rs.1500/- per Tonne to Developer/NFCL • Technology neutral. • Power will be purchased by ULB @ Rs.6.85/-PU. • External infra will be provided by ULB • Internal Infra to be developed by Developer • Support from Agriculture Department of the State and Land at Nominal Lease for Rent etc. • Bidding parameter will also be least Tipping Fee quoted Per ton of City Compost produced

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
		<p>Similarly, Swachh Andhra Corporation has also floated RFPs for establishment of Construction & Demolition Waste Treatment Projects in three places i.e. at Visakhapatnam, Vijayawada & Tirupati - techno-commercial evaluation of the bids received are under examination at Government Level for finalization. Land was identified for all the 3 Projects and is expected to be commissioned by July 2017.</p> <p>Swachh Andhra Corporation has also floated RFPs for reclamation of dump sites at Grater Visakhapatnam Municipal Corporation and Vijayawada Municipal Corporation through bio mining technology. But tenders were cancelled due to non-participation of the bidders.</p> <p>However, as a pilot basis GVMC has issued 5 acres of Kapuluppada dump site for reclamation to Coromandel International Ltd., with technical assistance of M/s. Bhavani Bio Organics Pvt Ltd.</p> <p>A proposal for relevant Amendments and Provisions in the AP Municipalities Act, 1965 and AP Municipal Corporations Act, 1955 for Levy of Fines on persons or agencies for throwing Solid Waste or Garbage in Streets/Open Places etc., has been prepared and it will be placed before the State Cabinet for their perusal and approval.</p> <p>Steps are also taken to reclaim valuable municipal old dump sites through process of bio-mining. With political will, backed by a dynamic team and massive support from citizens, the Government of Andhra Pradesh are all set to achieve universal access to Sanitation and thereby make the Urban and Rural areas Smart, Clean, Safe and Healthy.</p>
3.	<p>All the State Governments and Union Territories shall prepare an action plan in terms of the Rules of 2016 and the directions in this judgment, within four weeks from the date of pronouncement of the judgment. The action plan would relate to the management and disposal of waste in the entire State. The steps are required to be taken in a time bound manner. Establishment and operationalization of the plants for processing and disposal of the waste and</p>	<p>The Swachha Andhra Corporation has utilized the services of 5 consultants (IL&FS, Feedback Infra & Eco save systems, Tata Consultancy Engineers Ltd., IPE Global (P) Ltd, Darashaw& Co and PBS Consultancy Services) for preparation of Municipal Solid Waste Management DPR reports for 110 ULBs of Andhra Pradesh by duly following MSWM rules 2016. The DPRs cover the current waste management practices, Quantification & Characterization of waste, Sustainable MSWM approach and Proposed Solid Waste Management System including costs and action plan. 110 ULBs MSWM DPRs were finalized and approved by SHPC.</p> <p>1) GoAP have awarded 10 nos. Waste to Energy projects of capacity 63 MW covering 53 ULBs of 10 districts for processing 4,471 TPD</p>

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
	<p>selection and specifications of landfill sites which have to be constructed, be prepared and maintained strictly in accordance with the Rules of 2016.</p>	<p>(69%) of waste in co-ordination with Energy Department NEDCAP. The plants will be commissioned by January-March 2018.</p> <p>2) The Progress of WtE Projects is as follows:</p> <ul style="list-style-type: none"> • GVMC, Guntur and Tirupathi projects CFE to be issued and EC is pending. • GVMC and Guntur porta cabin with CCTV cameras will be installed on 26th Jan 2017. • Tirupathi all clearances were obtained. Land (Court case) need to be resolved. • Tadepalligudem, Anathapur, Kadapa and Vizianagaram CFE yet to be filled by ESSEL group. • Machilipatnam land at Gudiwada to be identified. (Since the location of the plant is changed in the cluster). • Nellore - CFE with PCB filled. <p>3) RFP floated for Waste to RDF/Compost/Bio-Methanation etc., projects for treating 1,729 TPD waste generated in 57 ULBs.</p> <p>4) 3 C&D waste processing plants will be set up at GVMC -80 TPD, VMC -70 TPD and TMC - 55 TPD under PPP model, to be commissioned by July 2017.</p> <p>The Establishment and operationalization of the above plants for processing and disposal of waste and selection and specifications of landfill sites which have to be constructed, be prepared and maintained strictly in accordance with the Rules of 2016</p>
4.	<p>The period of six months specified under Rule 6(b), 18, 23 of the Rules of 2016 has already lapsed. All the stakeholders including the Central Government and respective State Governments/UTs have failed to take action in terms thereof within the stipulated period. By way of last opportunity, we direct that the period of six months shall be reckoned w.e.f 1st January, 2017. There shall be no extension given to any stakeholders for compliance with these provisions any further. The period of one year specified under Rule 11(f) 12(a), 15 (e), 22(1) and 22(2) has lapsed. The concerned stakeholders have obviously not taken</p>	<p>In respect to Rule 6 (b) - it pertains to Ministry of Urban Development, Government of India.</p> <p>In respect of Rule 18, the plants are yet to be commissioned. Before that, action will be initiated at Government level for imposing the restriction to all the industrial units which are located within 100 kms from the refused derived fuel and Waste to Energy Plants that they have to replace at least 5% of their fuel requirement by refused derived fuel so produced in terms of the said rule.</p> <p>In respect of Rule-23, a proposal to constitute the State Level Advisory Board comprising the Members as specified in the said Rule has been initiated.</p> <p>The SLA Board will be constituted within the time stipulated by the Hon'ble NGT i.e., by June 2017.</p> <p>In respect of Rule 11(f), it is submitted that suitable land has already been identified for processing and disposal facilities for Solid Waste. In respect of remaining ULBs, Swachh</p>

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
	<p>effective steps in discharging their statutory obligations under these provisions. Therefore, we direct that the said period of one year shall commence with effect from 1st July, 2017. For this also, no extension shall be provided. Any State or Union Territory which now fails to comply with the statutory obligations as afore indicated shall be liable to be proceeded against in accordance with Section 15 of the Environment (Protection) Act, 1986. Besides that, it would also be liable to pay environmental compensation, as may be imposed by this Tribunal. In addition to this, the senior most officer in-charge in the State Government/Urban Local Body shall be liable to be personally proceeded against for violation of the Rules and orders passed by this Tribunal.</p>	<p>Andhra Corporation has initiated the action for setting-up of the plants duly identifying the land for those plants. The Government have also initiated action for incorporating those lands in the master plans of the (land use plan).</p> <p>In respect of Rule 12 (a), ATR from District Collectors are awaited.</p> <p>In respect of Rule 15 (e), instructions were already issued to the ULBs for implementation of the said Rules.</p> <p>In respect of Rule 22 (1) & 22 (2), suitable land has already been identified for processing and disposal facilities for Solid Waste in the Lead ULBs of the Clusters formed for establishment of Waste to Energy Projects.</p> <p>In respect of remaining ULBs, Swachh Andhra Corporation has initiated the action for setting-up of the plants duly identifying the land for those plants.</p> <p>This process will be completed well within the stipulated time indicated by the Hon. NGT. i.e., before 30th June 2018.</p>
5.	<p>The Central Government State Government, Local Authorities and citizens shall perform their respective obligations/duties as contemplated under the Rules of 2016, now, without any further delay or demur.</p>	<p>As explained to Point Nos. 1 to 4 above, the Government of Andhra Pradesh have already taken steps for compliance of the Waste Management Rules, 2016 (SWM, Plastic Waste Management, Construction and Demolition Waste Management and e-Waste) by initiating action for setting up of WtE Projects and other MSW Project for treatment of Municipal Solid Waste Generated in ULB in the State. Besides this, for strict implementation, action has also been initiated for outsourcing the Sanitation and Solid Waste Management Work in all 110 ULBs in the State by issuing Operational Guidelines.</p> <p>Besides this, Government of A.P. have also taken steps, vide GO Rt.No.507, MA&UD (B2) Department., dated 05-08-2016, to engage 3 or 4 teams of consultants / agencies, for designing State Level Strategy for Capacity Building and Information Education Behaviour Change Communication (IEBC) activities, one agency for Capacity Building, one agency for IEBC and IB at state level and regional agencies for CB, IB and IEBC activities for Uniform Implementation in the ULBs in the State.</p>

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
		<p>EOIs were floated and 2 individual consultants were already been engaged for setting up of State Capacity Building Information, Education and Behaviour Change Communication Mission Management Unit (SCIMMU) in office of the DMA. Steps are also being taken, vide GO Rt.No.678, MA&UD Department, dated 29-11-2016 (copy enclosed) to float RFPs for engaging Agencies for Design of State level Capacity Building Strategy & Content in Municipal Solid Waste Management [MSWM] for Andhra Pradesh, for Development of State level IEBC strategy, Institution Building, Material Design for Mass & Interpersonal Behaviour Change Communication in Municipal Solid Waste Management [MSWM] for Andhra Pradesh and also to engage Four [4] Regional Service Providing Agencies to Implement Capacity Building, Institution Building and IEBC activities in all ULBs on Municipal Solid Waste Management [MSWM].</p>
6.	<p>All the State Governments, its departments and local authorities shall operate in complete coordination and cooperation with each other and ensure that the solid waste generated in the State is managed, processed and disposed of strictly in accordance with the Rules of 2016.</p>	<p>Government of Andhra Pradesh has already taken initiative by issuing Operational Guidelines to the ULBs for implementation of MSW Rules and NGT directives in maintenance of sanitation and solid waste management. The other Departments in the Government are also extending necessary cooperation and coordination in setting up of Waste to Energy Projects, i.e., Energy Department, Revenue Department, Forests Department, etc.</p> <p>Instructions are also being issued to all the Urban Local Bodies to seek necessary cooperation and coordination with all the Departments. The District Collectors are also being asked to convene convergence meetings with all the Departments at regular intervals to discuss and resolve issues, if any, for effective handling of solid waste management and implementation of the SWM Rules and NGT directives in letter and spirit.</p> <p>Swachha Andhra Corporation is coordinating with Energy Department NEDCAP, MA&UD, ULBs, APPCB and Developers for all the meetings relating to MSWM Projects and acting as a Nodal Agency.</p>
7.	<p>Wherever a Waste to Energy plant is established for processing of the waste, it shall be ensured that there is mandatory and proper segregation prior to incineration relatable to the quantum of the waste.</p>	<p>The Managing Director, Swachh Andhra Corporation, Vijayawada, who is looking after the establishment of Waste to Energy Plants in the ULBs concerned, has issued directions, vide his Lr.No.SAC/COO/F.No.26/2017, dated 23-01-2017, to the WtE Developers to ensure that proper segregation prior to incineration relatable to the quantum of the waste is mandatory.</p>
8.	<p>It shall be mandatory to provide for a buffer zone around plants and landfill sites whether they are</p>	<p>Action is initiated for providing buffer zones around the plants and landfill sites by amending the Town Planning Rules in terms of NGT directives. The Director of Town &</p>

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
	<p>geographically integrated or are located separately. The buffer zone necessarily need not be of 500 meters wherever there is a land constraint. The purpose of the buffer zone should be to segregate the plant by means of a green belt from surrounding areas so as to prevent and control pollution, besides, the site of the project should be horticulturally beautified. This should be decided by the authorities concerned and the Rules are silent with regard to extent of buffer zone. However, the Urban Development Manual provides for the same. Hence, we hold that this provision is not mandatory, but is directory. We make it clear that buffer zone and green belt are essential and their extent would have to be decided on a case to case basis.</p>	<p>Country Planning, AP, has prepared a proposal to the Government vide his Lr.Roc.No.8343/2011/P, dated 03-02-2016, for making a provision in the AP Building Rules, 2012.</p> <p>The Managing Director, Swachh Andhra Corporation, Vijayawada, who is looking after the establishment of Waste to Energy Plants in the ULBs concerned, has issued directions, vide his Lr.No.SAC/COO/F.No.26/2017, dated 23-01-2017, to the WtE Developers that it is mandatory to provide for a buffer zone around plants and landfill sites and the purpose of the buffer zone should be to segregate the plant by means of a green belt from surrounding area.</p> <p>As per the MSWM Rules 2016 all the MSWM projects to be implemented in the state of AP are maintaining the 500 mts buffer Zone to nearby habitations and also proposed to develop the 33% of green belt out of the total project area.</p> <p>All the developers are applying for Environmental Clearances to the concern PCB before grounding the projects.</p>
9.	<p>We direct that the Committees constituted under Rule-5 would meet at least once in three months and not once in a year as stipulated under the Rules of 2016. The minutes of the meeting shall be placed in the public domain. Directions, on the basis of the minutes, shall be issued immediately after the meeting, to the concerned States, local bodies, departments and Project Proponents.</p>	<p>In compliance to this direction, the Government of Andhra Pradesh will implement the instructions suggestions etc. issued from time-to-time by the Central Monitoring Committee of Ministry of Environment, Forest & Climate Change, GoI, to implement the SWM Rules 2016.</p>
10.	<p>The State Government and the local authorities shall issue directives to all concerned, making it mandatory for the power generation and cement plants within its jurisdiction to buy and use RDF as fuel in their respective plants, wherever such plant is located within a 100 km radius of the facility. In other words, it will be</p>	<p>GoAP have awarded the projects of Waste to Energy Plants with a condition to confirm to SWM-2016 Rules. 53 ULBs shall come under the cluster of WtE Plants.</p> <p>The remaining 57 ULBs will establish their own processing units and The Swachh Andhra Corporation will be issued necessary directions to explore RDF as co-fuel for Cement plants and WtE plants within 100 kms radius of the facility and facilitate the same.</p>

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
	obligatory on the part of the State, local authorities to create a market for 86 consumption of RDF. It is also for the reason that, even in Waste to Energy plants, Waste-RDF-Energy is a preferred choice.	
11.	In Waste to Energy plant by direct incineration, absolute segregation shall be mandatory and be part of the terms and conditions of the contract.	As per the SWM rules 2016 in all the 110 ULBs of Andhra Pradesh door to door collection is being implemented by duly segregating the wet and dry waste generated, daily.
12.	The tipping fee, wherever payable to the concessionaire/operator of the facility, will not only be relatable to the quantum of waste supplied to the concessionaire/operator but also to the efficient and regular functioning of the plant. Wherever, tipping fee is related to load of the waste, proper computerised weighing machines should be connected to the online system of the concerned departments and local authorities mandatorily.	No tipping fee is being paid to the MSW processing plants. They are compensated on the output based incentive.
13.	Wherever, the waste is to be collected by the concessionaire/operator of the facility, there it shall be obligatory for him to segregate inert and C&D waste at source/collection point and then transport it in accordance with the Rules of 2016 to the identified sites.	The Managing Director, Swachh Andhra Corporation has issued orders Lr.No.SAC/COO/F.No.26/2017 Dt.23.01.2017 to all WtE operators to ensure proper segregation as a mandatory process prior to incineration.
14.	The landfill sites shall be subjected to bio-stabilisation within six months from the date of pronouncement of the order. The windrows should be turned at regular intervals. At the landfill sites, every effort should be made to prevent leachate and generation of Methane. The stabilized waste should be subjected to composting, which should then be utilized as compost, ready for use as organic manure.	The Managing Director, Swachh Andhra Corporation has already floated tenders for reclamation of existing dumpsites at Visakhapatnam & Vijayawada and however the same were cancelled due to NIL response. Further, shortly SAC would be floating tenders for complying to the NGT orders for reclamation of existing dumpsites in Andhra Pradesh.

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
15.	Landfills should preferably be used only for depositing of inert waste and rejects. However, if the authorities are compelled to use the landfill for good and valid reasons, then the waste (other than inert) to be deposited at such landfill sites be segregated and handled in terms of Direction 13.	<p>The Managing Director, Swachh Andhra Corporation has already initiated action to develop waste bio-stabilization projects and Processing Projects under PPP model for 57 ULBs.</p> <p>Bids are to be finalized by the first week of March 2017.</p>
16.	The deposited non-biodegradable and inert waste or such waste now brought to land fill sites should be definitely and scientifically segregated and to be used for filling up of appropriate areas and for construction of roads and embankments in all road projects all over the country. To this effect, there should be a specific stipulation in the contract awarding work to concessionaire / operator of the facility.	<p>The best practices in few states on using such non-biodegradable multilayers for shredding and road laying and construction of roads and embankments is being studied.</p> <p>The Managing Director, Swachh Andhra Corporation has already initiated to develop waste bio-stabilisation projects and Processing Projects under PPP model for 57 ULBs, to reduce the percentage of reject material reaching the landfills.</p>
17.	<p>The State Government, Local Authorities, Pollution Control Boards of the respective States, Pollution Control Committees of the UTs and the concerned departments would ensure that they open or cause to be opened in discharge of Extended</p> <p>Producer Responsibility, appropriate number of centres in every colony of every district in the State which would collect or require residents of the locality to deposit the domestic hazardous waste like fluorescent tubes, bulbs, batteries, electronic items, syringe, expired medicines and such other allied items. Hazardous waste, so collected by the centres should be either sent for recycling, wherever possible and the remnant thereof should be transported to the hazardous waste disposal facility.</p>	<p>Household Hazardous waste collection centres with stream sorting to facilitate EPR activities will be established in ULBs or WtE cluster facilities under the guidance of the AP State Pollution Control Board.</p> <p>This will be aligned to the implementation of GO279 by the end of 2017.</p>

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
18.	We direct MoEF&CC, and the State Governments to consider and pass appropriate directions in relation to ban on short life PVC and chlorinated plastics as expeditiously as possible and, in any case, not later than six months from the date of pronouncement of this judgment.	Govt. of AP will be discussing with the MoEF and other stakeholders on passing appropriate orders to impose ban on short life PVC and chlorinated plastics at the earliest.
19.	The directions and orders passed in this judgment shall not affect any existing contracts, however, we still direct that the parties to the contract relating to management or disposal of waste should, by mutual consent, bring their performance, rights and liabilities in consonance with this judgment of the Tribunal and the Rules of 2016. However, to all the concessionaire/operators of facility even under process, this judgment and the Rules of 2016 shall completely and comprehensively apply.	The Managing Director, Swachh Andhra Corporation, Vijayawada, has informed, vide Lr.No.SAC/COO/F.No.26/2017, dated 23-01-2017, to the WtE Developers that the direction and orders passed by the Hon`ble NGT, New Delhi, in OA No.199 of 2014, shall not affect any existing contracts, however, to all the concessionaire/operators of facility even under process, this judgment and the Rules of 2016 shall completely and comprehensively apply.
20.	We specifically direct that there shall be complete prohibition on open burning of waste on lands, including at landfill sites. For each such incident or default, violators including the project proponent, concessionaire, ULB, any person or body responsible for such burning, shall be liable to pay environmental compensation of Rs. 5,000/- (Rs. Five Thousand only) in case of simple 89 burning, while Rs. 25,000/- (Rs. Twenty Five Thousand only) in case of bulk waste burning. Environmental compensation shall be recovered as arrears of land revenue by the competent authority in accordance with law.	Steps are being taken for issuance of directions prohibiting open burning. Suitable Provisions are being made in the Municipal Laws, for levying the penalty of environmental compensation of Rs. 5,000/- (Rs. Five Thousand only) in case of simple 89 burning, while Rs. 25,000/- (Rs. Twenty Five Thousand only) in case of bulk waste burning. Environmental compensation shall be recovered as arrears of land revenue by the competent authority in accordance with Law.

S. No.	Directions of Hon'ble NGT	Present status in Andhra Pradesh
21.	<p>All the local authorities, concessionaire, operator of the facility shall be obliged to display on their respective websites the data in relation to the functioning of the plant and its adherence to the prescribed parameters. This data shall be placed in the public domain and any person would be entitled to approach the authority, if the plant is not operating as per specified parameters.</p>	<p>The Managing Director, Swachh Andhra Corporation, Vijayawada, vide Lr.No.SAC/COO/F.No.26/2017, dated 23-01-2017, has issued instructions that all concessionaire/operator of the facility shall be obliged to display on their respective websites the data in relation to the functioning of the plant and its adherence to the prescribed parameters.</p> <p>As part of the GO. 279 implementation in all 110 ULBs through uniform guidelines - Exclusive Monitoring and Evaluation Agency will make available field level data on a day to day basis and integrate this data with the central dashboard of the Government.</p> <p>The Managing Director, Swachh Andhra Corporation, is planning to develop the online project monitoring systems in all the proposed projects related to MSWM in co-ordination with TCS. The monitoring system will include the type, quantity of waste processed along with the different processing parameters before date of commencement of projects.</p>
22.	<p>We direct the CPCB and the respective State Boards to conduct survey and research by monitoring the incidents of such waste burning and to submit a report to the Tribunal as to what pollutants are emitted by such illegal and unauthorized burning of waste.</p>	<p>This is the purview of the APPCB and Central Pollution Control Board.</p> <p>The MA&UD Department and SAC, will collaborate with the State and Central Pollution control board authorities to prevent open burning of waste and facilitate data collection of any unauthorized burning.</p>
23.	<p>That the directions contained in the judgment of the Tribunal in the case of Kudrat Sandhu Vs. Govt. of NCT &Ors, O.A. No. 281 of 2016, shall mutatis mutandis apply to this judgment and consequently to all the stakeholders all over the country.</p>	<p>Noted and will be complied.</p>
24.	<p>That any States/UTs, local authorities, concessionaires, facility operators, any stakeholders, generators of waste and any person who violates or fails to comply with the Rules of 2016 in the entire country and the directions contained in this judgment</p>	<p>A proposal has been prepared and it will be placed before the State Cabinet for approval as submitted earlier, before the time granted by the Hon'ble NGT for levying of fines on persons or Agencies for throwing Solid Waste or garbage in streets/open places, cutting roads unauthorizedly, disfigure the walls, buildings, monuments, etc., and making necessary amendments to Municipal Laws as detailed therein.</p>

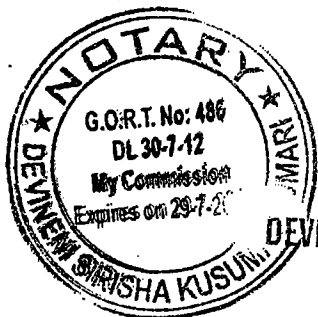
S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
	shall be liable for penal action in accordance with Section-15 of the Environment (Protection) Act, 1986 and shall also be liable to pay environmental compensation in terms of Sections 15 & 17 of the National Green Tribunal Act, 2010 to the extent determined by the Tribunal.	
25.	That the State Governments/UTs, public authorities, concessionaire/operators shall take all steps to create public awareness about the facilities available, processing of the waste, obligations of the public at large, public authorities, concessionaire and facility operators under the Rules and this judgment. They shall hold program for public awareness for that purpose at regular intervals. This program should be conducted in the local languages of the concerned States/UTs/Districts.	<p>Government of A.P. have also taken steps to engage 3 or 4 team of consultants/agencies, for designing State Level Strategy for Capacity Building and Information Education Behaviour Change Communication (IEBC) activities, one agency for Capacity Building, one agency for IEBC and IB at state level and regional agencies for CB, IB and IEBC activities for Uniform Implementation in the ULBs in the State. RfPs were floated and 2 individual consultants were already been engaged for setting up of State Capacity Building Information, Education and Behaviour Change Communication Mission Management Unit (SCIMMU) in office of the DMA. Steps are also being taken to float RfPs for engaging Agencies for Design of State level Capacity Building Strategy & Content in Municipal Solid Waste Management [MSWM] for Andhra Pradesh, for Development of State level IEBC strategy, Institution Building, Material Design for Mass & Interpersonal Behaviour Change Communication in Municipal Solid Waste Management [MSWM] for Andhra Pradesh and also to engage Four [4] Regional Service Providing Agencies to Implement Capacity Building, Institution Building and IEBC activities in all ULBs on Municipal Solid Waste Management [MSWM].</p> <p>Further, the Managing Director, Swachh Andhra Corporation, Vijayawada, vide Lr.No.SAC/COO/F.No.26/2017, dated 23-01-2017, has also issued directions to the WtE Developers that the concessionaire/operators shall take all steps to create public awareness about the facilities available, processing of the waste, obligations of the public at large, public authorities, concessionaire and facility operators under the Rules and this judgment.</p>
26.	We expect all the concerned authorities to take note of the fact that the Rules of 2016 recognize only a landfill site and not dumping site and to take appropriate actions in that behalf.	Noted and will be complied.

S. No.	Directions of Hon`ble NGT	Present status in Andhra Pradesh
27.	We further direct that the directions contained in this judgement and the obligations contained under the Rules of 2016 should be circulated and published in the local languages.	Translations have been done in local vernacular 'Telugu', language and were circulated to all the ULBs
28.	Every Advisory Committee in the State shall also act as a Monitoring Committee for proper implementation of these directions and the Rules of 2016.	The instructions issued from time to time by the Advisory Committee will be implemented.
29.	Copy of this judgment be circulated to all the Chief Secretaries/Advisers of State/UTs by the Registry of the Tribunal. The said authorities are hereby directed to take immediate steps to comply with all the directions contained in this judgment and submit a report of compliance to the Tribunal within one month from the date they receive copy of this judgment."	Noted and will be complied.

Thus, it is humbly submitted that the Government of Andhra Pradesh has a vision to make the state a role-model state, by focusing on handling of solid waste effectively and will take all necessary steps to implement the SWM Rules, 2016 in letter and spirit and also to comply with the Orders issued by the Hon`ble National Green Tribunal, New Delhi.

[Signature]
DEPONENT

Principal Secretary to Government,
Municipal Administration and
Urban Development Department
Government of Andhra Pradesh,
A.P. Secretariat, Velagapudi, Guntur Dist.



Devineni 20.2.17
DEVINENI SIRISHA KUSUMA KUMARI
M.Com., B.L.
ADVOCATE & NOTARY
Appointed by Govt. of A.P.
5th LINE, DEVAPURAM, GUNTUR-2
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VERIFICATION

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I, Karikal Valaven, aged about 53 years, Occupation: Principal Secretary to Government, Municipal Administration and Urban Development Department, Government of Andhra Pradesh, AP Secretariat, Velagapudi, resident of Vijayawada do hereby verify that the contents of paras 1 to 17 are true to the best of my knowledge, belief and information as per records.

Verified at Guntur on 20.02.2017.

[Handwritten Signature]
DEPONENT.

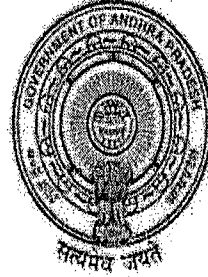
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DSKkeemali 20.2.17
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ANNEXURE - I



Government of Andhra Pradesh

Department of Municipal Administration and
Urban Development

MAINTENANCE OF SANITATION

and

SOLID WASTE MANAGEMENT

OPERATIONAL GUIDELINES

for

Micro Planning, Work Rationalization

and

Outsourcing of Work Packages

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Appendices

Appendix-1: Request for Proposal for Outsourcing Commercial and Bulk Waste Collection Work Package

Appendix-2: Request for Proposal for Outsourcing Mechanical Road Sweeping Work Package

Appendix-3: Request for Proposal for Outsourcing Sanitation and Solid Waste Management in Residential Micro Pockets, Main Roads Sweeping and Drains Cleaning - Work Package

1. BACKGROUND

- 1.1. The State of Andhra Pradesh (AP) consists of 110 Urban Local Bodies (ULB) comprising of 13 Municipal Corporations, 72 Municipalities of different grades and 25 Nagar Panchayats. The total population of the Andhra Pradesh State is 494.00 lakhs and the urban population is 140.00 lakhs constituting 28.34% of the State Population. The ULBs in the State are estimated to generate on an average 6440 MTs of solid waste per day. The quantities of waste are growing 5% annually with the increasing per capita generation and change in living standards.

- 1.2. From time to time, Government of AP and C&DMA (AP) had issued orders, guidelines and several instructions. Despite these orders and instructions, ULBs are found to be adopting non-uniform practices for collection, handling and final disposal of solid waste without standard norms. Though ULBs are spending substantial budgetary resources on sanitation, the inconsistent practices are ultimately resulting in unsatisfactory sanitary conditions and poor public satisfaction. Besides these deficiencies, some of other major dissatisfactions and limitations, noticed are:
 - Non-uniform adoption of standard specifications for micro level planning, route mapping, and workers' distribution that should be based on number and types of waste generating units, road and drain lengths.
 - Instead of outsourcing complete work units for maintenance of sanitation, most of the ULBs engage workers from contractors on outsourcing basis.
 - These contractors do not pay the minimum wages and not remitting PF and ESI contributions on time. Also, a few bidders have been monopolizing the contracts, but not meeting the service delivery requirements.
 - Absence of rationality in the number of workers engaged including permanent public health workers and workers engaged on temporary and contract basis.
 - Availability of funds in the ULB is not taken into consideration while outsourcing the maintenance of sanitation.
 - Many ULBs have fallen into arrears in making payments to the contract agencies.
 - Inefficient contractor management.
 - Gaps in resource recovery – recyclables, compostable, combustibles
 - Above all, poor sanitary and solid waste management conditions in ULBs and wide-ranging public dissatisfaction with the services

- 1.3. The above deficiencies necessitated the issue of new operational guidelines, specifying norms for micro planning and preparing separate work packages for sanitation and solid waste management in residential and commercial areas and main and important roads. Also, the guidelines provide norms for shifting from Worker Outsourcing to Work Outsourcing System. Accordingly, the new guidelines are issued superseding all the existing government orders, circulars, instructions on entrustment of works and outsourcing maintenance of sanitation.

2. OBJECTIVES

- 2.1. Guiding the ULBs for effective implementation of MSW rules, NGT directives and other relevant regulations in a systematic manner, with reference to Source Segregation, Collection, and Transportation of Solid Waste.
- 2.2. Guidelines for micro planning of the residential, commercial areas and main roads, work responsibilities, and methods for carrying out the sanitation and solid waste management activities.
- 2.3. Rationalizing the norms for manpower, transportation of vehicles, tools, implements and conservancy materials.
- 2.4. Guiding the ULBs on the methods of tendering and contract management aspects.

3. OPERATIONAL GUIDELINES

A. Micro Planning

3.1. Purpose of Micro Planning

- a. Clear demarcation of residential, commercial and main road sweeping pockets for carrying out the sanitation and solid waste management activities
- b. Clear assignment of job responsibilities and defining the key performance indicators for the service providers
- c. Making realistic estimates of resource requirements in rationalized and standardized manner (manpower, transportation vehicles, tools, implements, and conservancy materials)
- d. Develop clear resource inputs and results-outputs correlations to achieve standard service delivery results across the ULBs in a uniform manner.
- e. Identifying and developing clear work quantities, key performance indicators and performance monitoring mechanisms, in the event of outsourcing complete work packages to private agencies

3.2. Work Units

For efficient handling of the sanitation and solid waste management function, ULBs are required to bundle the related activities into three major work units. Based on the size and work load quantities, each of these units can further be divided into Work Packages

- i. Residential Micro Pocket Management, Main Roads Sweeping, Litter Collection and Drains Cleaning
- ii. Commercial and Bulk Solid Waste Handling
- iii. Mechanical Sweeping of Main Roads

- 3.3. ULBs need to undertake a microplanning exercise and define the scope of work for the above listed work units. The micro planning exercise consists of the following steps.

Step-1: Enumeration of ULB Data

- 3.4. ULBs need to undertake a detailed enumeration exercise of listing out the number of households, commercial and institutional establishments, and the main and arterial roads and drains as they are situated in each ward. The listing is required to be done by the streets, lanes and bi-lanes in which they are located. For the purpose of the enumeration, the definitions given hereunder are required to be followed without deviations.

A household is defined as a domestic living accommodation of any type such as: a) any type of a dwelling structure; b) a slum house; c) a multi-floor housing complex of not more than 20 units. For solid waste collection purpose, each of these households will be counted as one unit denoted as a 'Door'.

Annexure-1 of this guidelines document is to be used for enumerating households, shops and petty commercial units situated in the residential areas.

A Bulk Waste Generating Unit is an independent building structure or a building complex which houses a) Commercial or Institutional unit(s); b) A high rise building or a gated community of more than 20 units used for either residential, commercial or mixed purposes. For example, any entity such as a restaurant, bank, chit fund office, educational institution, government or private office, religious place, hostel, hotel, training institute, function hall etc., which generate waste in bulk volumes can be classified as a bulk waste generating source. A group of more than 20 dwelling units located in the same complex used for either residential or commercial purpose will also be classified as a bulk waste generator.

Annexure -2 is required to be used for enumerating Commercial and other Bulk Waste Generating Units. The Commercial and other Bulk Waste Generating Units situated in identified main roads, and major market / commercial areas in the ULB are to be enumerated.

For enumerating bulk waste generating units, each gate at which the waste can be handed over to the waste collector should be considered as one unit. Therefore, the name of the building should be enumerated as the bulk waste generating unit. (**Note:** Bulk waste will be collected at the gates of the buildings. It is the responsibility of the building owner on whom the property is registered, to arrange for handing over the waste at the gate of the building to the waste collector)

Roadside vending units are to be considered as bulk waste generators and to be enumerated in the respective roads and streets in which they are located. Mobile vending carts are also to be enumerated in the respective streets / roads in which they normally cart for maximum time.

Measurement of Roads' and Drains' Lengths and Widths: The length and width of the main roads, streets and shallow surface drains situated in the particular localities, wards are to be measured in meters and the data should be captured in **Annexure 1**.

Enumeration Methodology

- 3.5. The enumeration of the households, bulk waste generators, street side vendors, roads, streets and drains is required to be undertaken following the physical survey method. ULBs are required to form survey teams of 4-5 members for each ward. The identified survey team members should have such educational qualifications and experience to physically go around the ULB, make observations, talk to the households, bulk waste generators and community members to gather relevant information in the given formats. These members are to be given the format as specified in **Annexure -1**, along with a physical map of the ward / zone. Each enumerator should be accompanied by the ward maistry or a senior PH worker supervised by the Sanitary Supervisor. Sufficient instructions are to be given to the enumerators on how they should conduct themselves during the enumeration process. Local Community Organizations, Resident Welfare Associations, local Self Help Groups are to be consulted and involved in the process to achieve 100% enumeration. Sanitary Inspectors supervised by the MHO and the ULB Commissioner should undertake appropriate checking and facilitation to ensure 100 % accuracy of the collected data.

Capturing in-house (ULB) data

- 3.6. Using the format as given in **Annexure-3**, details of the public health workers who are on permanent rolls and those who are on contract should be captured. Similarly, details of the supervisors, deployed in sanitation and solid waste handling activities also should be gathered.
- 3.7. **Annexure-4** is required to be used for generating information on the collection and transportation vehicles used for sanitation and solid waste handling activities.

Step 2: Planning of Work Units

- 3.8. Using the data generated through the enumeration exercise as detailed above, ULBs have to clearly demarcate the area boundaries for taking up maintenance of sanitation and solid waste handling activities for all the three work units as mentioned in paragraph 3.2.

Micro Pocket Planning

3.9. A micro pocket is the smallest work area and the basic sanitation unit in a ward / division for maintaining sanitation and handling of solid waste in primarily residential areas. A continuous area containing between 300 to 350 waste generating units made of households, shops and petty commercial units can be demarcated as a residential micro pocket. Any type of a dwelling structure, a slum house or a dwelling unit situated in a multi-floor housing complex (of not more than 20 households) can be considered as a residential area waste generator. Along with the residential areas, adjoining main roads and the drains situated in those main roads (as per the local situation) also shall be included for undertaking micro pocket management activities

3.10. The Sanitation and Solid Waste Collection Activities in a Residential Micro Pocket include:

- a. Collection of source segregated solid waste (wet, dry and hazardous waste separately) at the gates / doors of the households, shops, vendors and public places - Daily
- b. Manual sweeping of streets, footpaths, pavements and open spaces and removal of any litter in these areas, and removal of animal carcasses - Daily
- c. Cleaning of and removal of garbage, litter, silt or blocks from the street side shallow surface drains - Daily
- d. Sweeping of main and arterial roads and all the abutting road surfaces, foot paths and paved areas - Daily
- e. Sweeping and Litter Collection in Parking Lots, Foot Over Bridges, Bus Shelters, Sub Ways, Traffic Islands, and any other structure abutting the main roads - Daily
- f. Cleaning of Shallow Surface and Storm Water Drains (other than underground sewerage drains)
- g. Observe the places of water logging and water stagnation and clear the clogging garbage and silt for ensuing free flow of water.
- h. Disinfectant spraying, shrubs cutting, removing earthen heaps and or any other vector control activities as specified by the ULB.
- i. Transfer of the collected waste from all the above activities to the points of designated locations such as Transfer Stations, Compost or Material Recovery Yard, Landfill Facility - Daily

3.11. For drawing Micro Pocket boundaries for domestic waste collection and maintenance of sanitation, Ward has to be taken as the basic unit. A ward can be partitioned into 'n' number of micro pockets, based on the criteria that a micro pocket will have between 300 to 350 residential area waste generating units and the adjoining main roads for road sweeping litter picking and drains cleaning purposes. While drawing the boundary of a micro pocket, it needs to be ensured that the households are closely located and a micro pocket boundary does not cross over to the opposite side of any

main or arterial road. Micro pocket boundaries will be identified by the names and numbers (given by the ULBs) of the streets, lanes and bi-lanes and the main roads. Each Micro Pocket should be given a unique identification number indicating the ULB Code (given by MA&UD department) Ward Number and the Micro Pocket number.

- 3.12. Such demarcated micro pockets with their unique identification numbers are to be marked or differently colour coded in the base map of the ULB.
- 3.13. While marking the micro pocket boundaries, route through which the PH workers will collect the waste, and the pick-up / transfer points for transferring the waste into transportation vehicles are to be marked in different colour codes and symbols.
- 3.14. ULBs can classify the wards into four major categories as given in the box below for allocating the PH workers, based on the work load

High Density – Low Public Movement Wards	High Density – High Public Movement Wards
Low Density – Low Public Movement Wards	Low Density – High Public Movement Wards

High Density Wards are such where the households are concentrated in close proximity and thickly populated. In high density wards, the waste generating units of 300-350 in a micro pocket may be situated in a stretch of about 0.5-0.6Kms.

High Public Movement Areas are main and arterial roads that house government buildings, markets, commercial complexes, cinema halls, places of public gathering, tourist spots, bus, train, airport transit areas and other places of public gathering. As these areas are thronged by high volumes of transiting population, road sweeping and litter collection will be a challenge in these places.

Rationalized Norms for deploying Manpower, Transportation, Tools and Implements and Conservancy Materials in the Micro Pocket

- 3.15. For the purposes of achieving uniform standards of service delivery in maintenance of sanitation and solid waste management across the ULBs, rationalized norms for utilization of manpower, transportation vehicles, tools, implements and conservancy

materials has been worked out. **Tables-1 to 4**, given below provide rationalized norms for engaging manpower and deploying other material resources for micro pocket management. These norms are required to be followed without deviations for achieving optimum productivity and resource utilization.

Table 1: Rationalized Norms for Manpower Deployment

Manpower Allocation

2 PH Workers for each Residential Area Micro Pocket

3 PH Workers in each Micro Pocket which includes main Road Sweeping and Drains Cleaning Activities also. (The additional worker is allotted for sweeping and mopping of a range of 250 to 300 meters length of the main and arterial roads, and cleaning of drains in that stretch)

Note: While planning the manpower strength, assuming 10% absenteeism on any day, each sanitary circle (consisting of 3 wards) can be allocated 10% reserve strength of PH Workers to maintain uninterrupted services to all micro pockets.

Table 2: Rationalized Norms for Collection and Transportation Vehicles

Primary Collection and Transportation (from household to transfer point)

- Push Carts / Tricycles - 1 Each per Micro Pocket, for primary collection
- 6-8 number of 60-80 liter HDPE waste bins with lid to each of the push cart / tricycle for collecting source segregated waste. (The push carts / tricycles should be of such a design that the workers will be able to push them with ease with fully filled bins. The floor of the push carts / tricycles should be at such height from the road to enable lifting off the fully filled bins for loading the waste into the secondary transportation vehicle. These bins are necessary for directly transferring the waste from the push carts / tricycles to the secondary transportation vehicles (**Note:** Multiple times manual handling of the waste by tipping the waste on to the road and lifting again should be avoided, as this method creates unhygienic conditions on the streets / roads and increases worker efforts)
- 2 number of poly ethylene tarpaulin (80 liters) bags for collecting source separated dry recyclable waste.
- Debris, drain silt, road dust, and other inerts should be collected in separate vehicle (other than the vehicle for wet and dry waste collection) at a separate time to avoid mixing of the silt waste with wet organic and dry recyclable waste.
- In the cases where Micro Pocket / Ward streets are wide enough for the movement of 3 / 4 wheeler motorized vehicles, these vehicles can be used for primary collection. In this case, these vehicles are required to serve more than one micro pocket / ward depending on the route length and waste volumes required to be covered.
- However to mitigate pollution and achieve fuel cost efficiency, it is advised that the ULBs have push carts or battery operated autos for primary collection depending on the prevailing street / road conditions.
- It is also advised that diesel autos be phased out gradually wherever they are being

used for primary collection as they are most inefficient in terms of operational costs. In their place, battery operated autos can be planned.

- In the case of all motorized vehicles, based on the volume of the carrying container, the container is to be permanently partitioned with metal separators (welded to the container) in the ratio of 80% (for wet waste) and 20% (for dry high value recyclables

Secondary Transportation Vehicles (for transporting the collected wastes from the primary collection vehicles to the designated transfer stations / storage yards, as planned in the ULB)

Battery Operated Autos (if available)/ Light commercial vehicles (LCV) / Tractor Trailers / Tippers / Heavy Loaders / Compactors

- These vehicles should be used in an optimized manner to cover services to a cluster of Micro Pockets/ Wards.
- To ensure 100% coverage of the allotted area, the primary collection vehicles (waste collectors) are expected to make two or three trips in their micro pockets to collect the solid waste and transport it to the transfer points.
- The success of the micro-pocket management depends on proper transfer without the waste touching the ground and multi-handling and avoiding the bin system, as the bin system is inefficient and gives possibility for the residents to dump mixed waste in and around the bins. The wastes get strewn around and also overflow from the bins causing very unsanitary conditions.
- A suitable route planning (for secondary transportation) should be done for directly transferring the waste from the primary collection vehicle (push cart / tricycle / autos) into the secondary transportation vehicle.
- For each Micro Pocket and Ward, transfer points and timings at which the secondary transportation vehicle can arrive at the transfer points are to be identified and planned. The micro pocket workers need to synchronize their reporting at the transfer point at fixed timings to transfer the waste into the secondary transportation vehicle.
- The secondary transportation routes are to be planned to suit collection of waste from the adjoining micro pockets also to optimize the route plan and vehicle utilization.
- Arrangements for electronic weighing machines are to be made in the transportation vehicle, so that the waste collected from the micro pockets will be weighed for each round of transfer and data recorded by the driver / loader and the responsibility for this activity should be fixed.
- The Nagara Deepika accompanying the micro pocket collection vehicle should ensure that the weighment is done and the data recorded correctly.
- The secondary transportation vehicles are to be planned to ensure that they make 2 trips to collect the solid waste (both wet and dry in separate partition) and 1 trip to collect drain silts and road sweeps.
- The required number of vehicles should be suitably planned for each circle and the Sanitary Supervisor will be responsible for optimum utilization of the vehicle, ensuring that vehicle operations with right quantities of fuel utilization are carried out.

Table 3: Rationalized Norms for Tools and Implements			
Tools & Tackles	NOs.	Tools & Tackles	NOs.
Plastic Bins(60 – 80 Lts) (‘Plastic Dabbalu’)	8	Rakes for Scrapping (‘Rekulu’)	6
Tubs (15 – 25 Lts) (‘Gumpa’)	4	Sickle (‘Kòdavali’)	2
Hand Spades 9” (‘Chethi Para’)	3	Axe (‘Goddali’)	1
Drain Spades 6” (‘Kalva Para’)	3	Crowbar (‘Palugu’)	1
Drain Spades 12” (‘Kalva Para’)	2	Heavy Knives (‘KommaKathhulu’)	1
Long Handle Forks (‘Dantenalu’)	1		

Table 4: Rationalized Norms for Tools and Implements	
Conservancy Materials	Quantity /Month
<p>Disinfectant Spraying with Lime Powder / bleaching powder(calcium hydroxide) with required mix of chlorine</p> <p>Currently, large quantities of lime powder / bleaching powders are sprayed along the road borders during VIP visits, whereas bleaching powder should be used in minimum quantities to treat blackspots (open heaps) and hot spots (open urination/defecation spots) after cleaning. Waste heaps should be avoided by reducing multi-manual handling methods, which in turn will reduce need for bleaching power spraying. Preventing open urination / defecation will further reduce use of disinfectant spraying indiscriminately.</p>	10-12 kg per month
Vector Control: Spraying Abate-Temophos monthly 5 ml :20 Liters water;	2 Liters per month
<p>Vector Control -Anti-larvae oil Monthly</p> <p>Note: Monsóons and Post-monsoon seasons are the peak times for mosquito breeding requiring more focused care for anti-larval and adult mosquito fogging. Day-time fogging with handheld machines in resting places under culverts should be done regularly.</p>	25 Liters
At the ward level, one number each of Mosquito Sprayer and Fogging Machine needs to be used	

- 3.16. After planning all the resources for micro pockets as per the local requirements, the details are to be entered into the format given in Annexure – 5.

Planning of Commercial and Institutional Zones for Bulk Waste Handling

- 3.17. The areas / pockets that comprises of commercial and institutional establishments, and large dwelling units that generate waste in bulk quantities are to be demarcated as Commercial and Institutional Bulk Waste Zones. Major categories of Bulk Waste Zones are :
- a. Main and arterial roads, major streets and market areas in which trading, shopping, commercial and institutional activities are being carried out. (e.g., shopping malls, hotels, restaurants, cinema halls, marriage and function halls, shops, retail outlets, hostels, offices, religious places, commercial complexes, markets etc.)
 - b. Multistoried complexes, gated communities which have more than 20 units used for either for residential or other multipurpose use.
- 3.18. Depending on the size of the commercial activities and the physical spread of these commercial and institutional establishments in the ULB, a ULB can have more than one Commercial bulk waste zone.
- 3.19. As was done for identification of micro pockets, the commercial bulk waste zones are also to be marked or differently colour coded in the base map of the ULB.
- 3.20. The sanitation and bulk waste collection activities that need to be carried out in the bulk waste zones are
- a. Collection of source segregated solid waste (wet, dry and hazardous separately) at the gates or appointed places within the buildings or premises of the bulk waste generators.
 - b. Transfer of the collected waste to the points of secondary transportation or to the designated handling facilities in the ULB.
- 3.21. Table-5 given below provides rationalized norms for deploying manpower, transportation and other material resources.

Table5: Rationalized Norms for deployment of Manpower, Transportation and Other Resources for Bulk Waste Collection

Manpower Norms
<ul style="list-style-type: none"> • For small vehicles (autos, Tata Ace) = 2 workers + 1 Driver • For big vehicles (Tippers, Tractors) = 4 workers+1 Driver • For Dumper placer and Compactor vehicles = 1 helper + 1 driver.
Primary Collection and Transportation Vehicles
<p>Motorized vehicles of 1 ton capacity, and LCV / Tipper / Tractor Trailers any other suitable smaller (e.g., auto / tempo) vehicle to move in the narrow lanes</p>

- Required number of vehicles is to be deployed based on the roads, number of bulk waste generators and the quantities of waste.
- The technical committee set up for estimating the work quantities should arrive at the vehicle requirements suiting ULB requirements.
- The vehicles are to be designed with separate compartments (80% space for wet waste and 20% waste for dry recyclable waste or as may be the case, based on the generation of waste in the ULB

Secondary Transportation Vehicles

Motorized vehicles of 1 ton capacity, and LCV / Tipper / Tractor Trailers

- The number and types of vehicles can be arrived at based on the local requirements and the location of the transfer stations / storage yards / compost yards
- The vehicles are to be designed with separate compartments (80% space for wet waste and 20% waste for dry recyclable waste or as may be the case, based on the generation of waste in the ULB

Planning of Mechanical Sweeping

- 3.22. Based on the conditions of the roads and the financial capacity of the ULB to bear the costs, specific road stretches can be swept by mechanical sweeping. Corporations and Special Grade ULBs which may have well paved longer roads, shall deploy power driven mechanical sweeping machines for specific stretches

B. WORK PACKAGES OUTSOURCING

- 3.23. Instead of taking workers on contract basis for deployment in PH activities, ULBs are required to shift to a system of outsourcing complete work packages to any registered legal entity/ society / contractor / agency that are covered by income tax and other statutory regulations. The system of outsourcing complete work packages is meant for getting the following benefits to the ULBs as measurable operational results
- Better delivery of services.
 - Compliance to MSW rules & NGT directives.
 - Availing better technology, management methods and capital through private, social sector and CSR participation
 - Overall positive impact on the living environment by mitigating pollution and environmental hazards.
- 3.24. Outsourcing complete work packages has several advantages over the system of engaging workers only on contract basis. The invitations / Request for Proposals (RfP) will include responsibilities of the outsourced partner for satisfactory execution of the works as per the objectively verifiable service level indicators.

3.25. Outsourcing of Micro Pocket Work Packages:

For outsourcing micro pocket Work Packages, ULBs are required to adopt the following steps.

Criteria for identifying number and location of micro pockets for outsourcing

- i. The available permanent PH workers on the rolls of the ULBs are to be fully allocated for all micro pocket management activities in the wards that are identified as high density low public movement and low density low public movement areas. . Those workers who are under suspension or undergoing any disciplinary actions should not be allocated to any micro pocket. While allocating the permanent workers, they should be allocated for the following activities.
 - a. Micro Pocket Management – (Gate-to-gate solid waste collection, street sweeping, litter collection, drains cleaning, disinfectant spraying, vector control, removal of weeds and unwanted vegetative growth, berms cutting, removal of animal carcasses from residential areas and the main and arterial roads that are part of the micro pocket.)
 - b. Loaders for Secondary Transportation
 - c. Gang Work
- ii. After allocating Permanent PH workers for activities a, b, & c as above, allocate 10% as additional reserve workers only for the micro pockets where only 2 PH workers were planned (refer Table 1: Rationalized Norms for Manpower Deployment). This provision is given to cover for absenteeism of the workers for micro pocket activities.
- iii. By following steps i& ii as detailed above, identify the number of micro pockets and the respective wards that can be served by the permanent PH workers.
- iv. The remaining micro pockets and the respective wards should be earmarked for outsourcing.
- v. The micro pockets that are earmarked for outsourcing are to be bundled into 2-3 work packages, covering the rest of the ULB other than those micro pockets and wards that are identified for services by the ULB permanent staff. As an illustration, each work package for outsourcing may contain 80-100 micro pockets. However, ULBs can decide on the number of micro pocket work packages that can be outsourced, not exceeding three.

3.26. Outsourcing of Commercial, Institutional and Bulk Solid Waste and C&D Collection and Transportation

The Commercial, Institutional and Bulk Solid Waste Collection and Transportation activity shall be outsourced as a complete work package. The activities and responsibilities for executing this package of activities are explained in paragraphs 3.16 to 3.20 as given above. ULB shall suitably make the RfP, following the model RfP given in Appendix - 3 and shall procure the services of a competent bidder. Based on the size and spread of the commercial activities in the ULB, the required number of

packages can be worked out. Municipal Corporations and larger Special Grade ULBs may have 2-3 Commercial and Bulk Waste Work Packages, whereas other smaller ULBs may have one work package for commercial, institutional and bulk waste collection and transportation. For deciding upon the work packages, ULBs shall consider the financial viability on the part of the ULB to outsource this activity as a permanent arrangement.

As the approximate quantities of C&D waste that need to be lifted and transported to designated places cannot be determined based on some norms, lifting of this component is to be outsourced to the successful contractors as an additional work on rate contract basis. As and when the C&D wastes are to be lifted, the ULB will notify the contractors and make payments separately according to the work executed by them. To this effect, ULBs shall set up a process to enable citizens approach ULB for service at a quantity based fixed rate. The citizen can make the specified amount through a challan and this amount will be transferred to the contractor after completing the lifting.

3.27. Outsourcing Mechanical Sweeping

Mechanical Sweeping of the select road stretches based on the road conditions (well paved longer roads) can be outsourced as a complete work package.

3.28. Outsourcing Work Packages based on Situational Conditions

The entire micro-planning exercise is to ensure that the work outsourcing system is followed letter and spirit in all the ULBs of AP. However, procuring the services through work outsourcing as three different work packages may not be financially viable for all the ULBs. Therefore, ULBs can follow the decision matrix as given in the Table-6 below.

Table 6: Decision Making Matrix for Work Outsourcing		
Residential Area and Main Roads Sanitation, Solid Waste Collection and Drains Cleaning	Commercial and Bulk Waste Collection and Transportation	Mechanical Sweeping
1. Adjust all the available permanent workers to as many micro pockets as possible 2. Outsource the remaining micro pockets	Outsource	Outsource
<ul style="list-style-type: none"> • In case, where outsourcing the works as independent work packages is not possible, create one package for outsourcing after adjusting the existing permanent workers to as many micro pockets as possible. • Where Mechanical Sweeping is not feasible, this package need not be considered, as the sweeping and litter collection in the major road areas will be carried out by the respective micro pocket workers 		

- 3.29. Irrespective of the number of packages and activities that are outsourced, ULBs are required to provide personal protective wear like caps, masks, gloves, radium jackets and raincoats to their own PH workers as indicated in the table-7 below.

Table 7: Personal Protective Wear		
S. No.	Personal Protective Wear / per Year	No's
1	I.D. Cards	1
2	Caps	2
3	Gloves	12 pairs
4	Masks	12
5	Radium jackets	2
6	Rain Coats	1
7	Gum Gloves & Gum Boots	1

All the ULB Supervisory staff should be instructed to wear prescribed uniforms without fail to facilitate the citizens to approach them (the supervisory staff) for any service requirements or for redressing their grievances. Any negligence in this aspect should be treated as work dereliction and suitable disciplinary actions shall be initiated.

- 3.30. In all the cases of works outsourcing, the contractors are to be instructed to provide necessary personal protective wears to their workforce. It also should be instructed that that their supervisors shall make themselves approachable to the citizens for any service requests in the respective works.

- 3.31. **Estimation of Work Quantities for Outsourcing:** The ULBs shall constitute a 4-member technical committee which includes

1. MHO/SS/SI
2. SE/EE/DEE/AE
3. DCP/ACP/TPO/TPS/TPBO and
4. Manager

The Engineer in the committee will head the committee and the Municipal Commissioner shall give orders/proceedings accordingly.

- a. This Committee shall prepare the detailed financial viability estimates of the total work packages based on the quantum of the work to be outsourced.
- b. This committee will also evaluate the tenders received and give recommendations.
- c. After adjusting for the requirements for the ULB managed micro pockets, the number of vehicles and any machinery available in excess, shall be given to the contractor for proper utilization along with the operations and maintenance responsibilities of such vehicles and machinery.
- d. While preparing the estimates of quantities for outsourcing work packages, this above mentioned aspect should be considered and clearly accounted for as:

- i. Work Package Estimate if the contract awardee will be given ULB owned vehicles and machineries to operate and maintain (OR)
 - ii. Work Package Estimate if the contract awardee will have to bring own vehicles and machineries to operate and maintain.

- 3.32. Qualified and experienced agencies from private sector, social service agencies and corporate social responsibility (CSR) applicants are to be invited to participate in the Quality Cost Based Selection (QCBS) tendering process. The bidder is required to consider the complete work package as a single deliverable output, including the costs incurred towards engaging the required manpower, transportation vehicles, tools, implements and conservancy materials, operations and maintenance, and all other costs and contingencies which are mandatory to deliver and service the work package. These conditions will be clearly brought out in the respective tender conditions, request for proposals (RfP) and contract agreement documents. Suitable penalties and subsequently terminating the contract for continuous failure in meeting the service level agreements are also to be clearly indicated in the RfPs and Contract documents. The ULBs shall enter into agreement with the successful bidders and the agreements shall be registered.

- 3.33. To facilitate the ULBs for developing appropriate RfPs, model RfP Documents have been prepared and are enclosed as Appendices. ULBs are required to use these RfPs, after suitably incorporating ULB specific information for tendering purposes. (Note: These RfPs are separately given and not included in this Guidelines document)

Appendix-1: Request for Proposal for Outsourcing Work Package for Residential Micro Pocket Management, Manual Sweeping of Main Roads, Litter Picking and Cleaning
Appendix-2: Request for Proposal for Outsourcing Commercial and Bulk Waste Collection Work Package
Appendix-3: Request for Proposal for Outsourcing Mechanical Road Sweeping Work Package.

- 3.34. When the RfPs are floated, a single bidder can bid only for any one of the work packages, as fair competition should be encouraged among the service providing contractors to deliver quality services on comparable standards.

- 3.35. The contractors who win in the competitive bidding process will be required to engage those contract workers who are currently working in maintenance of sanitation and solid waste management activities. This will be a compulsory contractual condition for awarding contracts to the successful bidders, who win the contracts on technical and financial considerations.

- 3.36. The model RfP clearly specifies that the contract awardee will adopt all fair labour practices and will regularly make payments of monthly wages and also will remit the statutory payment such as PF and ESI subscriptions on time and regularly. Releasing of contractor's payments will be subject to the condition that the contractor shows proof of payment of monthly wages and remittance of PF and ESI subscriptions for the previous months. A notarized undertaking to this effect by the bidder is stipulated as an essential attachment for qualifying in the bid process.

Levy of SWM Cess

- 3.37. The draft Solid Waste Management Rules, 2015, issued by the Ministry of Environment and Forests, Government of India stipulates in section 13 (c) that 'ULB shall prescribe from time to time user fee as deemed appropriate and collect the fee from the waste generators for the sustainability of collection, transportation, processing and disposal of solid waste'. For guiding the ULBs in this aspect, separate government orders / guidelines will be issued for levy of user fee in the form of SWM Cess.

Identification of Designated Places and Following Scientific Waste Management

- 3.38. ULBs are required to identify suitable locations for depositing the collected waste from the processes as detailed above by the contractors / ULB PH teams. ULBs are further required to strictly adopt suitable upstream processes for treatment and final disposal of solid waste as instructed in the draft Solid Waste Management Rules, 2015.

Performance Monitoring

- 3.39. Performance Monitoring, based on objectively verifiable indicators is a very critical intervention to ensure the achievement of envisaged results. Ongoing monitoring of the field activities that are carried out by the ULB staff and the outsourced agencies by the senior officials of ULB under the management and supervisory guidance of the Commissioner is an important component. Tables 6 to 9 given below, identify various performance parameters on which the service delivery efficiency of the ULB service personnel and contractors will be measured. ULBs shall engage the services of Nagara Deepikas / members of SHGs who have good track record and acceptance to the community for supervising micro pocket, street sweeping and sanitation activities. (Separate instructions will be given in this regard).
- 3.40. Suitable processes for data recording, collation, analysis, performance evaluation and reward and penalty mechanisms will be separately communicated for adoption by ULBs.
- 3.41. At the state level, initiatives are underway for deploying web and mobile enabled tools to regularly monitor the performance efficiency of the service delivery arrangement. Some of the interventions are :

- Registration of telephonic calls from the citizen for reporting non receipt of services
- Time and geo tagged logging by the service providing workers – Reporting for the work, uploading the data on the quantities of waste collected; Reporting on the work parameters allocated to them etc.
- Citizen complaints & provision for uploading photographic evidences of service failures
- Obtaining citizen feedback through Interactive Voice Response System (IVRS)
- GPS based monitoring

3.42. Besides these real time data monitoring, the following interventions shall also be initiated:

- Daily Monitoring by Sanitary Inspector
- Weekly Monitoring by Sanitary Supervisor
- Bi-monthly Review and Corrective Actions by Municipal Health Officer
- Random Inspections by the Municipal Commissioner
- Random verification and signing of the log book by nominated Resident Welfare Association Representative (who can change on rotational basis) and Acknowledgement by Micro Pocket Management Committee
- Regular inspection with photographic evidences by the Inspection Vehicle
- Complaint Logs monitored by Municipal Health Officer and random verification by the Municipal Commissioner
- Periodical Stakeholder Satisfaction Surveys to be undertaken and based on the feedback
- Periodical Social Audit with the involvement of City Sanitation Task Force and Committees

3.43. Summing up data inputs from all these sources, a final performance score card will be arrived at for each of the service provider. Based on the evaluation, penal actions will be initiated for continued non-performance or severe lapses in performance. The penal actions will be in the form of

- Levying penal charges and automatic deduction from the monthly payments to the contractors.
- Termination / non-renewal of contracts
- Debarring the contractor from awarding any contracts from any ULB in the State.

Similarly, suitable disciplinary actions shall be initiated on the ULB functionaries, for failure to deliver the allocated responsibilities.

3.44. Tables 8, 9 and 10 given below provide the performance indicators for the work packages and also formulae for levying penalty and termination of contracts. The detailed processes to be adopted for this purpose will be communicated separately.

Table 8: Service Level Performance Indicators (KPIs) for Micro-Pocket Management and Formula for Penalties and Contract Termination				
Key Performance Indicators	Field Evidence	Service Level Benchmark	Weight age	Formula for Levying Penalties and Contract Termination
Coverage	100% collection coverage daily is the key to prevent indiscriminate littering & disposal - Providing collection service at least 6 out of 7 days is a top priority	100%	20%	<ul style="list-style-type: none"> Daily Performance will be recorded and service failure (deviation from the benchmark levels) will be calculated on monthly basis Formula for levying monthly penalties from the payment of monthly contractor premium <p>Penalty to be levied :</p> <p>= (Monthly Contractor Premium X Weightage of the Indicator) X % of Service Failure</p> <p>Illustration for Failure in Coverage Indicator</p> <p>(Rs. 2,00,000 X 35%) X 10% = Rs. 7,000</p> <p>Termination Condition :</p> <p>Continuous failure to achieve 80% satisfaction in all the indicators, subsequently for three months will result in termination of contract with a notice period of one month.</p>
Segregated Collection - Weighment at Micro Pocket Transfer Point and at the Designated Place	Collection of the dry and wet waste in the quantities within the range as per specified by the ULB (to ensure that the coverage targets are achieved fully)	80% (80% Wet 20% Dry)	20%	
Dust free and litter free roads, Free flow drains without chocking	Sweeping for removal of dust creates clean and aesthetic look to the ULB and is a top priority Manual Collection of Litter at regular intervals and sweeping of pavements, Road margins, Bus Stops, FOBs, Subways and areas where mechanical sweeping is not possible.	80%	10%	
Citizen Complaints & Resolution Within 24 hours	Complaint and redressal reports	90 %	10%	
Payment of Salary, PF, ESI, Protective Wears and One day Weekly Off	Payment receipts	100%	20%	
Worker and Supervisor Absenteeism	100% attendance of allotted manpower is a priority as there is provision for reserve PHWs	100%	10%	
Social Audit / IVRS Satisfaction Levels	Audit Reports, IVRS reports	90%	10%	

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Table 9: Service Level Performance Indicators (KPIs) for Commercial and Bulk Collection activities and Formula for Levying Penalties and Contract Termination

Key Performance Indicators	Field Evidence	Service Level Benchmark	Weight-age	Formula for Levying Penalties and Contract Termination
Coverage	100% collection coverage daily is the key to prevent indiscriminate littering & disposal - Providing collection service at least 6 out of 7 days is a top priority	100%	30%	<ul style="list-style-type: none"> Daily Performance will be recorded and service failure (deviation from the benchmark levels) will be calculated on monthly basis Formula for levying monthly penalties from the payment of monthly contractor premium <p>Penalty to be levied :</p> <p>= (Monthly Contractor Premium X Weightage of the Indicator) X % of Service Failure</p> <p>Illustration for Failure in Coverage Indicator</p> <p>(Rs. 2,00,000 X 35%) X 10% = Rs. 7,000</p> <p>Termination Condition: Continuous failure to achieve 80% satisfaction in all the indicators, subsequently for three months will result in termination of contract with a notice period of one month.</p>
On time lifting of C&D waste	On time lifting of C&D waste upon service request by the ULB	100%	20%	
Citizen Complaints & Resolution Within 24 hours	Complaint and redressal reports	90%	10%	
Payment of Salary, PF, ESI, Protective Wears and one day Weekly Off	Payment receipts	100%	20%	
Worker & Supervisor Absenteeism	Muster reports	100%	10%	
IVRS Satisfaction Levels	IVRS reports	90%	10%	

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Table 10 : Service Level Performance Indicators (KPIs) for Mechanical Sweeping and Formula for Levying Penalties and Contract Termination				
Key Performance Indicators	Field Evidence	Service Level Benchmark	Weightage	Formula for Levying Penalties and Contract Termination
Coverage	GPS Reports	100%	30%	<ul style="list-style-type: none"> Daily Performance will be recorded and service failure (deviation from the benchmark levels) will be calculated on monthly basis Formula for levying monthly penalties from the payment of monthly contractor premium <p>Penalty to be levied :</p> <p>= (Monthly Contractor Premium X Weightage of the Indicator) X % of Service Failure</p> <p>Illustration for Failure in Coverage Indicator</p> <p>(Rs. 2,00,000 X 35%) X 10% = Rs. 7,000</p> <p>Termination Condition :</p> <p>Continuous failure to achieve 80%-satisfaction in all the indicators, subsequently for three months will result in termination of contract with a notice period of one month.</p>
Down time occurrences	Daily Downtime Logs	Zero Down time	15%	
Punctuality & Clean Dust Free Roads	Daily Run time Logs and Daily Random Checks	90%	15%	
Payment of Salary, PF, ESI, Protective Wears and One day Weekly Off	Payment receipts	100%	15%	
Worker and Supervisor Absenteeism	Muster reports	100%	15%	
Maintenance of GPS system with related infrastructure Data Management & Reporting	Monthly Reporting & Logs	100%	10%	

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Enforcement of Guidelines

- 3.45. Municipal Commissioners are required to ensure implementation of the guidelines issued for micro planning, micro pocket management, bulk waste handling, street sweeping etc., without fail. RDMA and DMA will monitor the municipal commissioners for compliance with these guidelines.
- 3.46. Municipal Commissioners will suitably entrust the responsibilities to the Municipal Health Officers, sanitary inspectors, and sanitary maistries and other senior officials in the ULB. Suitable disciplinary actions should be initiated for non-compliance with these instructions on the concerned.

Levyng of Penalties and Enforcement Measures for Citizen Compliance

- 3.47. As instructed in draft MSW Rules 2015 issued by Government of India, waste generators are required to do source level segregation into a) biodegradable organics, b) household hazards, and c) dry recyclable materials and handover these to the public health staff as per the schedules specified by the ULB.
- 3.48. Penalties will be levied on the citizens / repeat violators, if they
- i. Fail to handover waste, despite the visit of the service provider
 - ii. Fail to handover waste in segregated manner
 - iii. Resort to public littering.

Suitable mechanisms for enforcement and levyng of penalties will be communicated separately.

Training and Capacity Building

- 3.49. The Municipal Commissioners of the District Headquarters in consultation with RDMA and ULBs in the District will identify District level Resource Persons from among, Agencies, NGO's and CBO's. These District level / ULB level Resource Persons will in turn facilitate the formation of City level Sanitation Task Force (If not already formed) duly involving public representatives.
- 3.50. The identified agencies and experts need to have experience, expertise and proven interest in social responsibility activities
- **Expert Individuals:** Minimum of a graduate educational background and experience in educational, NGO, volunteer activities (Environmental Certificate / Diploma / UG / PG qualifications will be an added advantage).

Individuals with active interest and experience in behavioral training will also be useful resources.

Experienced PH Workers with good communication skills and capability to facilitate peer training will also be preferred.

- **Agencies:** NGO's / Institutions having experience in intensive involvement of training, behavioral change, culture transformation, social mobilization, health and environmental education activities
- Willingness to participate and contribute to the vision of creating a neat, healthy and livable city in line with environmental standards

3.51. These resource persons are expected to assist the ULBs in the following activities.

- Assisting ULBs for area mapping ward level enumeration of households, bulk waste generators and developing micro pocket plans.
- Assisting ULBs in planning of waste collection, routes mapping, transfer stations and ULB / regional facilities
- Promoting awareness of waste management principles especially on the importance of source segregation and avoiding public littering among citizens, resident welfare associations, community organizations, NGOs, SHGs and other stakeholders
- Training of ULB staff in work norms, service delivery requirements, dealing with citizens and households and behavioral improvement
- Getting involved and training of community organizations for conducting social audits

3.52. A state level capacity building agency is being appointed to guide the ULBs in this regard. This agency will coordinate with the DMA, RDMA, and ULB commissioners for suitable interventions.

Community IEC

3.53. Community Education activities for mobilizing the community for adopting systematic practices of reduce, reuse and recycle as essential interventions so that desired objectives are achieved. Since these are evolving requirements based on the needs, ULBs are advised to identify and engage the services of third party training and IEC experts and agencies. Necessary guidelines will be issued for assisting the ULBs in the process of engaging the services of local resources

The Swachh Andhra Corporation will prepare the Training and IEC units for uniform Training, capacity building and IEC activities. The corporation also will fund these activities as per the SBM norms.

Appendices

- Appendix-1: Request for Proposal for Outsourcing Commercial and Bulk Waste Collection Work Package
- Appendix-2: Request for Proposal for Outsourcing Mechanical Road Sweeping Work Package
- Appendix-3: Request for Proposal for Outsourcing Work Package for Residential Micro Pocket Management, Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

Annexure -1 Residential Area Enumeration

Ward and Locality Wise Details of Households, Bulk Generators, Streets and Drain Details				
A. Ward No.	B. Locality/ Colony Name: (Mention if it is a slum)		C. Name of the <input type="checkbox"/> Street/ <input type="checkbox"/> Lane/ <input type="checkbox"/> Bylane: (Tick the appropriate)	
D. Street Length (in meters)	E. Street Width (in meters)	F. Street Condition (BT, CC, Gravel, Kutcha)	G. Drain Length (Shallow Surface) (in meters): H. Drain Length (Major Drains) (in meters): I. Drain Length (Storm Water) (in meters): J. <input type="checkbox"/> Single side/ <input type="checkbox"/> Double side: (Tick suitable box)	
K. Open Dumping / Littering / <input type="checkbox"/> Yes/ <input type="checkbox"/> No	L. Drains Choking / Overflowing ² <input type="checkbox"/> Yes/ <input type="checkbox"/> No	M. Bin Type ³ /Nos.	N. Starting Door No (With Landmark)	O. Ending Door No (With Landmark)

1. Residential Households Enumeration									
(Note: Each box indicates a gate; please enter the number of households inside that gate in each box)									
1.1 Individual Houses									
									Grand Total
1.2 Group Houses									
									Grand Total
1.3 Apartments (less than 20 units)									
									Grand Total

¹Tick Yes if the street has open dumping / Littering, and No if the street does not have open Dumping / Littering

²Tick Yes if the street has choked / Overflowing Drains and No if the street does not have choked / overflowing drains

³ Bin Types: Pit / Cement Bins, Dumper Placer / Hook / Skip Loader / Compactor Bins: Mention Type and Total No. of Bins in Street / Lane / By lane

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Operational Guidelines for Micro Planning, Work Rationalization and Outsourcing of
Work Packages for Maintenance of Sanitation and Solid Waste Management

2. Residential Areas Bulk Generator Enumeration							
(Note: Each box indicates the bulk waste generator; please tick each box for each bulk generator in that street)							
Activity							Grand Total
Kirana shop							
Pan shop							
Tailor							
Hotel / Restaurant							
Catering							
Barber Shop							
Vegetable and Fruits Shop							
Clinic							
Hospitals							
Diagnostic Labs							
Beauty Parlor							
Internet / Xerox Shop							
Fancy Shop							
Readymade & Garments							
Mosque							
Church							
Temple							
Sweet Shop							
Stationery Shop							
Business / Office							
Flour Mills							
Automobile Service							
Dairy Vendor							
Mobile Phones							
Tent House							
Pushcart Vendors							
Chicken / Mutton / Fish Vendor							
Battery Shop							
Bakery							
Mention if any other Activity below							

Date: _____ Surveyor Name & Signature _____ Maistry Name & Signature _____ SI Name & Signature _____

Annexure -2 Commercial Area Enumeration

Commercial Area – Shops, Establishments and Bulk Waste Generators Details				
P. Ward No.	Q. Area / Road / Street Name:	R. Road / Street Length(in meters): S. <input type="checkbox"/> Four Lane / <input type="checkbox"/> Two Lane (Tick suitable box) T. <input type="checkbox"/> Single side/ <input type="checkbox"/> Double side: (Tick suitable box)	U. Starting Door No (With Landmark)	V. Ending Door No (With Landmark)
1	2	3	4	5

Sl. No.	Name of the Building	Plot / Door No. of the Building	No. of Floors	No. of Commercial Units	No of Residential Units	11 Cinema Halls	12 Bakery	13 Banks	14 Barber Shop	15 Internet/Xero x shops	16 Beauty Parlor	17 Book Binding & Printing	18 Business / office	19 Carpentry Work	20 Cement Shop	21 Function halls	22 Clinic	23 Dairy Vendor	24 Diagnostic Labs	25 Fancy Shop
	6	7	8	9	10															

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Annexure-3: Ward wise Current Staff Deployment							
Ward No.							
Number of ULB PH Service Provider / Worker				Number of Supervisory Staff			
Permanent		Contract		Permanent		Contract	
M	F	M	F	M	F	M	F

Annexure -4 Details of the Waste Collection and Transportation Vehicles								
Primary Collection			Primary Transportation			Secondary & Tertiary Transportation		
TYPE	No's	Capacity in MT	TYPE	No's	Capacity in MT	TYPE	No's	Capacity in MT
Tricycles			Autos / Tipper Autos			Tractor Trailers		
Push Carts			Battery Carts			Light Commercial Vehicles LCVs		
Autos / Tipper Autos			Tractor Trailers			Dumper Placers		
Tractor Trailers			Light Commercial Vehicles LCVs			Dumper Bins		
Battery Carts			Dumper Placers			Tipper Lorries		
			Dumper Bins			Heavy Loaders		
			Tipper Lorries			Compactors		
			Compactors			Compactor Bins		
			Compactor Bins			Skip Loaders		
						SL Bins		
						Hook Loaders		
						HL Bins		

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Operational Guidelines for Micro Planning, Work Rationalization and Outsourcing of
Work Packages for Maintenance of Sanitation and Solid Waste Management

Annexure – 5: Planning of Micro Pocket Boundaries and Resource Requirements													
Circle No.	Ward No.	Locality Name						Micro Pocket No.					
Street / Lane / By Lane Name/No.	Starting Door No. with Landmark	Ending Door No. with Landmark	No. of Gates	No. of H H	No. of Bulk generating Units	Total No. Waste Generating Units	Street Length in Meters	Street Width in Meters	Area in Square Meters	Minor Drain Length in Meters	Major Drain Length in Meters	Drain Single Side/ Double Side	Storm Water Drain Length in Meters
Route Map :	Starting Point : Landmark :	Connecting : Streets					Ending Point : Landmark :						
GIS Coordinates :	Latitude and Longitude Coordinates												
Transportation Vehicles	1. Primary Collection Vehicle:						2. Primary Transportation Vehicle :						
Collection & Transportation	1. Total Number of Push Cart/Tricycle Trips :			1 st Trip Timings :		2 nd Trip Timings :		3 rd Trip Timings :					
	2. Tractor Pick up points :			1 st collection point :		2 nd Collection Point :		3 rd Collection Point :					
Tools & Implements	1. No of Tubs { Gampa }:- 2. Hand Spades { Cheti Para }:- 3. Drain Spades { Kalva Para }:- 4. Long Handle Forks { Dantenalu } :			5. Rakes for Scrapping { Rekulu } : 6. Sickle { Kodavali } : 7. Axe { Goddali } : 8. Crowbar { Palugu } :			9. Heavy Knives { Komma Katthulu } : 10. No. of 60 Liter Bins : 11. No. of wheel Bins : 12. No. Of Dumper Bins :						
Conservancy Materials	1. Lime Powder : 2. Bleaching Powder : 3. Abate – Themophos :			4. Anti - Larvae oil :									
Names and Contact Details of PH Micro Pocket Workers	1. Name and Contact Number : 2. Name and Contact Number : 3. Name and Contact Number :												
Names and Contact Details of Micro Pocket Committee Members	1. Name and Contact Number : 2. Name and Contact Number : 3. Name and Contact Number : 4. Name and Contact Number :												

SI Signature:

MHO's Signature:

Commissioner Signature

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ANNEXURE -II

REQUEST FOR PROPOSAL

**COMMERCIAL AND BULK WASTE COLLECTION AND
TRANSPORTATION**

Disclaimer

The information contained in this Request for Proposal ("RFP") document provided to the Bidder(s), by or on behalf of [*name of ULB*] (hereinafter referred to as "ULB") or any of their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions are subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information that might help them to assist in the estimation of work quantities, and the quality parameters for formulating their Proposals. This RFP document does not contain all the information the bidder may require. The Bidder should conduct one's own study and analysis to arrive at the information required for preparing the proposal.

ULB, their employees and advisors make no representation or warranty and shall not incur any liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP document.

ULB may, in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

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Request for Proposal for
Commercial and Bulk Waste Collection and Transportation

1. Schedule of bidding process

Bidders are advised to submit their proposal on or before the time, date at the office for submission as the indicated below; and the bids submitted after this time and date or any other office other than indicated will not be considered under any circumstances, unless notified by the ULB with full information of the altered time, date and the office for submission.

Sl. No	Event Description	Date	Office Address
1	Closing date for Issue of RFP	[date]	
2	Proposal Due date / Submission date	Date Time	
3	Pre Bid Meeting	Date Time	
4	Opening of Technical Bid (Qualification Criteria)	Date Time	
5	RfP Clarification Enquiries Phone / Person	Before Date: between Hrs. to Hrs.	
6	RfP Clarification by email	Before Date: Time:	Email id:

Cost of RFP Document	Rs. Xxx /- [Rupees xxxxxxx only] in the form of a crossed demand draft (non-refundable)/banker's cheque drawn in favour of [Insert Name] on any scheduled bank, payable at [Insert Place]
Cost of EMD	Rs. Xxx /- [Rupees xxxxxxx only] in the form of a crossed demand draft (non-refundable)/banker's cheque drawn in favour of [Insert Name] on any scheduled bank, payable at [Insert Place]
Performance Guarantee	

2. Notice of Invitation for Commercial, Institutional and Bulk Waste Collection and Transportation

Tender Notification No.

Date:

[Name of ULB] invites detailed Proposals for the following Work Packages which consist of Commercial, Institutional and Bulk Waste Collection and Transportation as indicated in the Table-1 given below. The scope of the activities for Commercial, Institutional and Bulk Waste Collection and Transportation are detailed in Appendix- A. Contract for Work Packages are awarded on user fee sharing basis. The bid proposals are to be made keeping in full consideration the work quantities and the quality requirements as detailed in Table-1 and Appendix-A.

A ULB base map indicating the corresponding locations for Bulk Waste Collection and Transportation points and designated locations for final depositing are provided in Appendix-B.

Table-1: Commercial, Institutional and Bulk Waste Collection and Transportation¹
Work Package for Commercial, Institutional and Bulk Waste Zone-1: (Names of the Roads and total number of enumerated commercial bulk waste Generators)
Work Package for Commercial, Institutional and Bulk Waste Zone-n: Ward Nos. (Names of the Roads and total number of enumerated commercial bulk waste Generators)

¹ Zones can be as many numbers determined by the ULB

3. Instructions to Bidders

- 3.1 Suitably qualified and capable bidders will be selected through a single stage two part bidding process. The detailed scope of required services is set out in **Appendix A** of this RFP document.
- 3.2 Bidders are requested to submit their competitive proposals for each of the work package, separately for the wards indicated in the Table-1 above. The bidder can submit proposals for more than one work package in the same name of the bidder. However, proposals will not be accepted for the same work package in different names of the bidder. Bidders cannot reduce or increase the number of wards any work package other than as indicated in Table-1.
- 3.3 The Bidder is responsible to bear all the costs involved in preparing the proposal and participating in the bid. Any such bid participation costs should not be included in the bid amount quoted by the bidder and such costs will not be allowed.
- 3.4 In case any modifications are made to this RFP, at the discretion of the ULB, such modifications will be notified in the same publication (notice board, newspaper, bulletin etc.). Prospective bidders are advised to keep watching for any modifications, announced in the same publication in which the original invitation for the publication appeared.
- 3.5 The Proposal submitted by the bidder shall be valid for a period not less than _____ calendar months from the proposal due date (proposal validity period). ULB reserves the right to reject any proposal, which does not meet this requirement.
- 3.6 The Proposals would be evaluated on the basis of the criteria set out in this RFP Document.

Earnest Money Deposit (EMD)

- 3.7 Each Proposal shall be accompanied by EMD of Rs. *[insert amount]* [Rupees *(insert amount in words)*].
- 3.8 The EMD shall be in the form of a crossed demand draft / banker's cheque drawn in favour of *[insert name]*, *[insert name of ULB]* on any scheduled bank, payable at *[insert name of place]*.
- 3.9 The EMD of every unsuccessful bidder would be returned within a period of One months from the date of announcement of the successful bidder. The EMD submitted by the successful bidder would be released upon furnishing of the performance security amounting a value equal to _____ of the bid value valid for the entire contract period and _____ months thereafter.
- 3.10 The Bidder would provide all the information as per this RFP. ULB would evaluate only those proposals that are received in the required format and are complete in all respects. Each proposal shall comprise the following:

A. Qualification Criteria

3.11. The Bidder must satisfy the following Qualification Criteria for experience in order to qualify for the Project.

- i. Gate-to-gate collection of municipal solid waste from Commercial, Institutional and bulk waste generators (relevant to the scope of Work Given in Appendix- A) and transportation of the same to designated locations.
- ii. The Bidder shall have either ownership or term-lease in the name of the bidder or at least an agreement with the lessor for the period of a year.
 - a. The number of transport vehicles (Light commercial vehicles (LCV) / Tractor Trailers Tippers / Heavy Loaders/ Compactors) adequate for the number of wards and the number of estimated Commercial, Institutional and bulk generators.
 - b. The number of Commercial, Institutional and bulk waste generators is likely to increase from time to time.
 - c. The bidder should have financial capability to meet the working capital expenses such as interest on the capital investment if any, payment of lease rents, all labour costs and the expenses towards operating costs for a period of at least three months. The proof of this financial capability can be shown through a banker's credit certificate from any Government of India's nationalised bank

B. Bid Submission

3.12. All documents mentioned below, after filling in should be submitted in one cover, as per the detailed instructions given in clause 3.14, super scribing on the top cover as:

**"QUALIFICATION DOCUMENTS FOR BID PROPOSAL
Commercial, Institutional and Bulk Waste Collection and Transportation"**

1. Covering letter in the format set out in Annexure-I
2. Details of the Bidder in the format set out in Annexure-II
3. Anti-collusion certificate in the format set out in Annexure-III
4. Proof of Eligibility in the format set out in Annexure-IV
5. Undertaking for Maintenance of Good labour Practice Annexure-V
6. Financial Bid -original Annexure-VI
7. Financial Bid - Copy Annexure-VII
8. Proof of Purchase of the RFP Document
9. EMD in original

C. Financial Bid

3.13. Financial proposal should be submitted in two sets of copies – one Original & another as Copy as given in Annexure-V of this RFP document

3.14. The bidder shall prepare two sets of documents for bid submission.

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Commercial and Bulk Waste Collection and Transportation

Set One will contain:

- i) All the qualification documents (put in one cover and seal it); Write **on the cover "ORIGINAL - QUALIFICATION CRITERIA FOR COMMERCIAL, INSTITUTIONAL and BULK WASTE COLLECTION AND TRANSPORTATION"**
- ii) Financial Proposal – After filling all the details in Annexure-V format, put in another separate cover and seal it. Write on the cover **"ORIGINAL - FINANCIAL PROPOSAL FOR COMMERCIAL, INSTITUTIONAL AND BULK WASTE COLLECTION AND TRANSPORTATION"**
- iii) Put both these covers into a larger cover and write in bold letters **ORIGINAL – BID PROPOSAL FOR COMMERCIAL, INSTITUTIONAL AND BULK WASTE COLLECTION AND TRANSPORTATION"**.

Set Two will contain

- iv) Copy of all the above documents. They should be marked **"COPY"** on the top of both Qualification Criteria and Financial Proposal. Both these covers should be put in one large cover and marked on the top of the cover as **"COPY - BID PROPOSAL FOR COMMERCIAL, INSTITUTIONAL AND BULK WASTE COLLECTION AND TRANSPORTATION"**.

3.15. The envelopes marked as 'ORIGINAL' and 'COPY' shall then be sealed in a single outer envelope and submitted to the appointed officer on or before the prescribed date and time.

3.16. In the event of any discrepancy between the original and the copy, the original shall prevail.

3.17. The Proposal, both the original and the copy shall be typed or written in indelible ink and each page shall be initialled by an authorised signatory of the Bidder or an Individual applicant, as the case may be. All the alterations, omissions, additions, or any other amendments made to the Proposal shall also be initialled by the person(s) signing the Proposal.

Sealing and Marking of Proposal

3.18. Each of the envelopes, both outer and inner, must be written with the following information:

- a. Name and Address of Bidder, name of the contact person and phone numbers
- b. "Proposal for the Project": [Write the Tender Notification Number]
- c. **TO BE OPENED IN THE PRESENCE OF TENDER EVALUATION COMMITTEE ONLY**

3.19. If the envelope is not sealed and marked as instructed above, ULB assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted and such Proposal, may, at the sole discretion of ULB, be rejected.

Proposal Due Date

- 3.20. Proposals should be submitted, as indicated above in schedule for the bidding process, in the manner and form as detailed in this RFP. Proposals submitted by e-mail, or any other transmission will not be accepted.
- 3.21. ULB may, in exceptional circumstances, and at its sole discretion, extend the above Proposal Due Date by publishing an Addendum.

Opening of Proposals and Clarifications

- 3.22. ULB would open the Qualification Criteria of the Proposals on any earliest convenient working day after the Proposal Due Date for the purpose of evaluation, however not later than _____ days from the Proposal Due Date. The opening of the Qualification Criteria Proposal will be communicated to the bidders and any one representative of the bidder can participate in the bid opening. However, the evaluation of the qualification criteria will be done by the selection process of the ULB. The Financial offers of only the qualified bidders shall be opened after intimation of the date, time and venue of such opening, however not later than _____ days from the date of opening of QUALIFICATION CRITERIA.
- 3.23. ULB reserves the right to reject any Proposal not submitted on time and which does not contain the information/documents as set out in this RFP document.
- 3.24. To facilitate evaluation of Proposals, ULB may, at its sole discretion, seek clarifications in writing from any bidder regarding its Proposal.

Evaluation and Selection of Successful Bidders

- 3.25. The Proposal would be evaluated by the ULB and suitably qualifying bidders will be selected for opening of the financial bid. The evaluation criteria are:
- Bid documents were received on or before the prescribed time schedule.
 - Submitted bid proposals are clear with reasonable details, and as per the norms prescribed in this RFP.
 - The qualification criteria and experience meeting the requirements, and there are no inconsistencies between the proposal and the supporting documents.
 - The bidder should have enough workforce, equipment, transportation and capability for regularly executing the works indicated in the work package.
 - The bidder should have sufficient experience to prove that she / he / it has sufficient capacities to execute the works as per the service level indicators, satisfactorily throughout the contract period.
 - The Financial Offers of only those bidders, who meet the Qualification and Capability Criteria, would be opened.
 - Among the qualified bidders for the same work package, the Bidder making the lowest Financial Offer would be declared as the Preferred Bidder. ULB may either choose to accept the Proposal of the Preferred Bidder (based on the qualifying criteria and the financial bid) or invite him for negotiations
 - In case there are two or more Bidders quoting the same lowest Financial Offer, ULB may in such case call all such Bidders for negotiations and select the Preferred Bidder on

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the outcome of the negotiations. The selection in such cases shall be at the sole discretion of ULB.

3.26. ULB reserves the right to reject any Proposal, if:

- a. At any time, a material misrepresentation is made or discovered; or
- b. The bidder does not respond promptly and diligently to requests for supplemental information required for the evaluation of the Proposal.
- c. The bidder has brought in any pressure or influence on any of the municipal authorities or the government for favouring his bid for selection.

3.27. In the event of acceptance of the Preferred Bidder with or without negotiations, ULB shall declare the Preferred Bidder as the Successful Bidder. ULB will notify the Successful Bidder through a Letter of Award (LoA) that its Proposal has been accepted.

3.28. The Successful Bidder shall execute the Agreement within [*insert the number of weeks*] of the issue of LoA or within such further time as ULB may agree to in its sole discretion.

3.29. The Successful Bidder shall also furnish Performance Security by way of an irrevocable Bank Guarantee, issued by a scheduled bank located in India in favour of [*insert name*], [*insert the name of the ULB*] as required under the Agreement.

3.30. Failure of the Successful Bidder to furnish the performance guarantee within the given time shall constitute sufficient grounds for the annulment of the LoA, and forfeiture of the EMD. In such an event, ULB reserves the right to

- a. either invite the next lowest Bidder for negotiations
- or
- b. take any such measures as may be deemed fit in the sole discretion of ULB, including annulment of the bidding process.

3.31 Notwithstanding anything contained in this RFP, ULB reserves the right to accept or reject any Proposal, or to annul the bidding process or reject all Proposals, at any time without any liability or any obligation for such rejection or annulment, without assigning any reasons thereof.

Appendix-A: Scope of Work

1. A Commercial , Institutional and Bulk Waste Zone within a ULB is an area with clearly indicated roads and streets, in which the contract agency is required to collect wet, dry and hazardous wastes from bulk waste generators. Commercial and institutional establishments, roadside vendors, and the multistoried apartments and complexes that have more than 20 units (residential & commercial) and gated communities are classified as bulk waste generators. This ULB has _____ number of such Commercial, Institutional and Bulk Waste Zones.

See the Table in Section 3 above, indicating the boundaries of each of the Commercial, Institutional and Bulk Waste Zones.

The following activities are to be carried out in each Commercial, Institutional and Bulk Waste Zone on daily basis.

- a. Collection of source segregated solid wastes (wet, dry and hazardous separately) at the gates or appointed places of the Commercial, Institutional and bulk generators.
- b. Transfer of the collected wastes to the points of secondary transportation or to the designated handling facilities

Solid Waste Collection and Transfer

1. The Commercial , Institutional and bulk waste generators are expected to do source segregation and handover the wastes to the bulk waste collectors in three separate categories, viz., a) biodegradable organics, b) household hazards, and c) dry recyclable materials as per the schedules specified by the ULB. To this effect, the ULB and the department of MAUD will undertake extensive awareness creation and IEC activities. The ULBs are also empowered to levy penal charges on the violators and those who are not adhering to specified rules.
2. The Commercial , Institutional and bulk waste collector is required to collect biodegradable organics, and household hazards, and dry recyclable separately and transport them in separated condition. These wastes should not be mixed. Of the household hazardous wastes, sanitary napkins should be collected in a manner, wrapped separately in paper or in separate paper covers, and transported in such separate condition. In case the waste generators handover wet wastes with watery substances, they can be asked to drain the watery portion and only collect the solid wastes.
3. As quite a lot of behaviour change is required from the citizen and the waste generators to follow Source separation practices extensive IEC activities will be taken up by the ULB. The contractor also needs to politely communicate repeatedly and emphasize specified practices to the waste generators and accept wastes from only those who follow the specified rules. The identities of those who continuously fail to follow the waste separation practice should be communicated to their respective supervisor of the Commercial, Institutional and bulk waste

zone for levying and collecting penal charges and taking punitive actions by the ULB

4. The wastes collected should be transferred to secondary transportation points as specified by the ULB, in total without any littering, pilfering or removal of any materials especially dry recyclables. Once the materials are collected from the bulk generator, they become municipal solid waste and is the property of the ULB and should be handed over at the designated place for scientific processing as prescribed by SWM Rules, 2015.

Lifting of Construction and Demolition Waste

1. The bidder is also required to collect the construction and demolition wastes including Removal of high berms, or any other construction related debris and transport these waste to the designated locations, as specified by the ULB. The places from where these wastes have to be removed and lifted will be communicated by the ULB from time to time.
2. The bidder will be separately compensated for this activity on rate contract basis, and the bidder is required to separately indicate in his quotation for this activity on per MT basis. in Annexures 6 and 7.

Data Recording

1. The contractor / agency is required to mandatorily collect the following data in the prescribed format, that will be given in the contract agreement and submit monthly reports to the ULB
 - a) Places from which Municipal Solid Waste has been collected;
 - b) No. of Commercial Vendors and Institutional establishments like hostels, educational inst., offices etc. -business wise.
 - c) Tons per day collected, measured and recorded at weigh-bridge.
 - d) GIS reports of every vehicle used including date and time.

Other Contractual Obligations and Penal conditions

1. The Contractor shall train the designated staff in the Collection and Transportation Activities of MSW from Commercial, Institutional and bulk waste generators.
2. If complaints of non-collection of waste by the contractor in a month are received from a particular commercial or institutional establishment, the contractor will be considered as defaulting in providing the service. Such a condition will attract a penalty of five times the user's monthly fee which will be payable to ULB by the contractor.
3. If, any violations as above happens repeatedly ULB will have the right to terminate the contract.

Workforce and Material Requirements

1. The norms for types of transportation vehicles and required workforce for each type of the vehicle is given in Table A1 below. Applying these norms, the bidder has to arrive at the actual quantities of the resources required for the work package based on the number of roads, bulk waste generators and the estimated quantum of the bulk wastes generation. These quantities are required to be mentioned in the Qualification Criteria Annexure. All these quantities are to be deployed and maintained at all times.
2. The bidder is fully responsible for deploying required number the workforce and reserves to accommodate absenteeism. At scheduled timings, the required number of workforce should be available in the field. The bidder is also fully responsible for the operations and maintenance of the equipment and vehicles and bears all recurring costs of operations, maintenance and repairs.

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Commercial and Bulk Waste Collection and Transportation

Table-A1: Norms for Transport and workforce Requirements																						
Handling of Bulk Wastes	Handling of C&D and Other Wastes																					
Corporations and Selection Grade ULBs																						
Motorized vehicles of 1 ton capacity, and LCV / Tipper / Tractor Trailers	LCV / Tipper Lorries with ramp facility																					
Special and Grades I & II ULBs																						
Motorized vehicles of 1 ton capacity and LCV / Tipper / Tractor with Trailer	LCV / Tipper Lorries																					
Grade Three ULBs & Nagar Panchayats																						
Motorized vehicles of 1 ton capacity	Tractor with Trailer																					
Annual Protective Wear Requirements for each Worker																						
<table border="1"> <thead> <tr> <th>S.No.</th> <th>Personnel protective Wear</th> <th>No's</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>I.D. Cards</td> <td>1</td> </tr> <tr> <td>2</td> <td>Caps</td> <td>2</td> </tr> <tr> <td>3</td> <td>Gloves</td> <td>12 pairs</td> </tr> <tr> <td>4</td> <td>Masks</td> <td>12</td> </tr> <tr> <td>5</td> <td>Radium jackets</td> <td>2</td> </tr> <tr> <td>6</td> <td>Rain Coats</td> <td>1</td> </tr> </tbody> </table>		S.No.	Personnel protective Wear	No's	1	I.D. Cards	1	2	Caps	2	3	Gloves	12 pairs	4	Masks	12	5	Radium jackets	2	6	Rain Coats	1
S.No.	Personnel protective Wear	No's																				
1	I.D. Cards	1																				
2	Caps	2																				
3	Gloves	12 pairs																				
4	Masks	12																				
5	Radium jackets	2																				
6	Rain Coats	1																				

GPS enabled vehicle tracking to be included

Supervisory Requirement:

1. The workforce allotted to each Commercial, Institutional and bulk work package needs to be supervised on a daily basis by an appointed Supervisor, who can supervise not more than one ward/division. He / She is required to maintain i) attendance of the Sanitation Workforce, (ii) % of collection and coverage, (iii) % of source segregation (iv) approximate amount of waste collected on daily basis in each Commercial, Institutional and bulk waste zone. The officials of the ULB will conduct surprise checks and verify the works and the corresponding records at regular frequency.

Performance Monitoring

1. The quality and diligence in work delivery will be regularly monitored as indicated in the Tables- A2 and A3 by the ULB officials and the department of Municipal Administration
2. Continuation of the bidders' work package contracts are fully subject to the condition that the required performance conditions are met all the time. In the event of failure to meet these conditions to the expected satisfactory conditions, the contract will be terminated as per the contractual clauses mentioned in the contract document.

Table 6: Service Level Performance Indicators (KPIs) for Commercial and Bulk Collection activities and Formula for Levying Penalties and Contract Termination

Key Performance Indicators	Field Evidence	Service Level Benchmark	Weight-age	Formula for Levying Penalties and Contract Termination
Coverage	100% collection coverage daily is the key to prevent indiscriminate littering & disposal - Providing collection service at least 6 out of 7 days is a top priority	100%	30%	<ul style="list-style-type: none"> • Daily Performance will be recorded and service failure (deviation from the benchmark levels) will be calculated on monthly basis • Formula for levying monthly penalties from the payment of monthly contractor premium <p>Penalty to be levied :</p> <p>= (Monthly Contractor Premium X Weightage of the Indicator) X % of Service Failure</p> <p>Illustration for Failure in Coverage Indicator</p> <p>(Rs. 2,00,000 X 35%) X 10% = Rs. 7,000</p> <p>Termination Condition: Continuous failure to achieve 80% satisfaction in all the indicators, subsequently for three months will result in termination of contract with a notice period of one month.</p>
On time lifting of C&D waste	On time lifting of C&D waste upon service request by the ULB	100%	20%	
Citizen Complaints & Resolution Within 24 hours	Complaint and redressal reports	90%	10%	
Payment of Salary, PF, ESI, Protective Wears and one day Weekly Off	Payment receipts	100%	20%	
Worker & Supervisor Absenteeism	Muster reports	100%	10%	
IVRS Satisfaction Levels	IVRS reports	90%	10%	

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13051

Request for Proposal for
Commercial and Bulk Waste Collection and Transportation

Appendix -B

**ULB base maps indicating Commercial, Institutional and Bulk waste zones covering
ward No. and boundaries**

(Street view with area names and landmarks and boundaries should be clear)

13052

Request for Proposal for
Commercial and Bulk Waste Collection and Transportation

Annexures (1 to 7)

Formats to be used by the Bidder for submitting the Proposal

13053

Request for Proposal for
Commercial and Bulk Waste Collection and Transportation

Annexure -1

Covering Letter
(On the Letter-head of the Bidders)

Date:

To:

[Insert name and address of ULB Official]

Sub: Submission of Bid for Work Packages No(s).
Collection and Transport

for Bulk Waste

Ref: Your Notification No. _____ dated _____

Sir/Madam,

Being duly authorised to represent and act on behalf of myself / agency:
(hereinafter referred to as "the Bidder"), and having reviewed and fully understood all of the
Proposal requirements and information provided and collected, the undersigned hereby
submits the Proposal on behalf of *(Name_of Bidder)* for the Work Package No(s).....

We here submit Two sets- **one (1) original** and **one (1) copy**, with the details as per the
requirements of the RFP, for your evaluation.

We confirm that our Proposal is valid for a period of [redacted] calendar months from [*insert
Proposal Due Date*].

Yours truly,

For and on behalf of *(Name of Bidder)*

Duly signed by the Authorised Signatory of the Bidder

(Name, Title and Address of the Authorised Signatory)

Annexure -2**Details of Bidder**

(On the Letter Head of the Bidder)

1.
 - (a) Name of Bidder
 - (b) Address of the office(s)
 - (c) Date of incorporation and/or commencement of business

2. Brief description of the Bidder's main lines of business.

3. Details of individual(s) who will serve as the point of contact / communication for ULB with the Bidder :
 - (a) Name :
 - (b) Designation :
 - (c) Company/Firm :
 - (d) Address :
 - (e) Telephone number :
 - (f) E-mail address :
 - (g) Fax number :
 - (h) Mobile number :

4. Name, Designation, Address and Phone Numbers of Authorised Signatory of the Bidder
 - (a) Name :
 - (b) Designation :
 - (c) Company/Firm :
 - (d) Address :
 - (e) Telephone number :
 - (f) E-mail address :
 - (g) Fax number :
 - (h) Mobile number :

13055

Annexure -3

Anti-Collusion Certificate

I / We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, I / we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

I / We hereby certify and confirm that in the preparation and submission of our Proposal, I / we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

I / We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant Proposal.

I / We further acknowledge that in any later date, if it was found that I / we indulged in any of the corrupt activities mentioned in "Prevention of Corruption Act 1988", the ULB has the right to take necessary legal action.

Dated thisDay of, 2015

.....
(Name of the Bidder)

.....
(Signature of the Bidder / Authorised Person)

.....
(Name of the Authorised Person)

Note: This Certificate is to be notarized

13056

Annexure -4

Proof of Eligibility

Details of Experience

The Bidder should furnish the details of eligible experience as set out below:

Sl. No.	Qualification Criteria	Details of the Work Executed	Documentary Proofs Such as Work Orders, Agreements, work Completion Certificate etc. ²
1	Gate-to-Gate Collection of municipal solid waste (Bulk) from the waste generators and transportation to designated points / locations	<i>(Bidder needs to write the details)</i>	<i>(mention the names of documents attached)</i>
2	Collection and Transportation C & D, dead animals and other bulk debris	<i>(Bidder needs to write the details)</i>	

² Without fail, copies of the documents mentioned here should be enclosed with the proposal

Annexure -5**Undertaking for Maintenance of Fair Labor Practices**

(Note : This undertaking should be on `100 bond paper duly notarized.)

I / we undertake to follow fair labour practices as per the Acts, Rules applicable in the State of Andhra Pradesh, for labour engagement, and indemnify the ULB from any labour encumbrances for the workforce employed in our rolls for executing the works awarded to me/ us through this RfP.

I / we further undertake that the following conditions will be maintained by us, failure of which may make the award of contract terminated by the ULB, with duly pointing out the lapses.

I/we undertake to make payment of monthly wages on or before the specified dates of the month and also remit the PF and ESI subscriptions on or before the specified dates.

I/we undertake to submit payment receipts in original for payment of wages, PF and ESI remittances for claiming the monthly payments for our services.

I/We undertake that we shall not use any fraudulent methods to subvert the worker payments and their lawful entitlements and we understand any such practices found and proven will make our contract terminable.

I / we shall maintain the following registers and, submit reports as per relevant Labour Laws and Rules.

- i. Register of sanitary workforce employed for this work packages
- ii. Muster roll, Register of wages deduction and Over-time registers in the forms prescribed.
- iii. Issue of wage slip one day in advance of payment of wages.
- iv. Issue of employment card in form XIV of the relevant Rules.
- v. Submission of half-yearly returns by 30th June and 31st December to Labour Department and Principal Employer.
- vi. Provision of health and welfare measures, such as crèches and first-aid facilities
- vii. My / our office shall be registered under Andhra Pradesh Shops and Establishment Act, 1988.

13058

Annexure -6

**Financial Offer for the Project
ORIGINAL**

Date:
The Commissioner,

[Insert address of ULB]

Sub: Financial Bid for Work Package Zone No. _____ for Bulk Waste Collection and Transportation
Ref: Your Notification No. _____ dated _____

Sir/Madam,

Having gone through this RFP document and having fully understood the Scope of Work for the Project as set out by ULB in the RFP, I / we are pleased to inform that

I / we would deploy the following resources for undertaking all the activities involved work package No. [redacted]. We also quote the amount that we would be paying to the ULB as a part of the user charges collections

Work Package Zone No.	Detail the type of the transport vehicles and the no. planned to be deployed	Detail the number workforce planned to be engaged	Amount payable from ULB

Quotation for Lifting C&D waste and Removal of high berms and transportation to designated places	Amount payable by ULB in Per MT
---	---------------------------------

13059

Request for Proposal for
Commercial and Bulk Waste Collection and Transportation

I / we have reviewed all the terms and conditions of the Request for Proposal including the Draft Agreement and would undertake to abide by all the terms and conditions contained therein. I / we hereby declare that there are, and shall be, no deviations from the stated terms in the RFP Document.

Yours faithfully,

For and on behalf of *(Name of Bidder)*

Duly signed by the Authorised Signatory of the Bidder

(Name, Designation and Address of the Authorised Signatory)

Signature of the Issuing Authority / ULB Representative

(Note: The RFP issuing authority (ULB) should sign both Original & Copy financial formats before issuing RFP document and financial offers should be obtained on these formats only)

13060

Annexure -7

**Financial Offer for the Project
COPY**

Date:

The Commissioner,

[Insert address of ULB]

Sub: Financial Bid for Work Package Zone No. _____ for Bulk Waste Collection and Transportation

Ref: Your Notification No. _____ dated _____

Sir/Madam,

Having gone through this RFP document and having fully understood the Scope of Work for the Project as set out by ULB in the RFP, I / we are pleased to inform that

I / we would deploy the following resources for undertaking all the activities involved work package No. _____. We also quote the amount that we would be paying to the ULB as a part of the user charges collections

Work Package Zone No.	Detail the type of the transport vehicles and the no. planned to be deployed	Detail the number workforce planned to be engaged	Amount payable from ULB

Quotation for Lifting C&D waste and Removal of high berms and transportation to designated places	Amount payable by ULB in Per MT
---	---------------------------------

I / we have reviewed all the terms and conditions of the Request for Proposal including the Draft Agreement and would undertake to abide by all the terms and conditions contained therein. I / we hereby declare that there are, and shall be, no deviations from the stated terms in the RFP Document.

13061

Request for Proposal for
Commercial and Bulk Waste Collection and Transportation

Yours faithfully,

For and on behalf of (*Name of Bidder*)

Duly signed by the Authorised Signatory of the Bidder

(Name, Designation and Address of the Authorised Signatory)

Signature of the Issuing Authority / ULB Representative

(Note: The RfP issuing authority (ULB) should sign both Original & Copy financial formats before issuing RFP document and financial offers should be obtained on these formats only)

13062

ANNEXURE-III

REQUEST FOR PROPOSAL

MECHANICAL ROAD SWEEPING

13063

Request for Proposal for Mechanical Road Sweeping

Disclaimer

The information contained in this Request for Proposal ("RFP") document by [*name of ULB*] (hereinafter referred to as "ULB"), is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions are subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information that might help them to assist in the estimation of work quantities, and the quality parameters for formulating their Proposals. This RFP document does not contain all the information the bidder may require. The Bidder should conduct one's own study and analysis to arrive at the information required for preparing the proposal.

ULB, their employees and advisors make no representation or warranty and shall not incur any liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP document.

ULB may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

1. Schedule of bidding process

Bidders are advised to submit their proposal on or before the time, date at the office for submission as the indicated below. The bids submitted after this time and date or any other office other than indicated will not be considered under any circumstances, unless notified by the ULB with full information of the altered time, date and the office for submission.

Sl. No	Event Description	Date	Office Address
1	Closing date for Issue of RFP	[date]	
2	Proposal Due date / Submission date	Date Time	
3	Pre Bid Meeting	Date Time	
4	Opening of Technical Bid (Qualification Criteria)	Date Time	
5	RfP Clarification Enquiries Phone / Person	Before Date: between Hrs. to Hrs.	
6	RfP Clarification by email	Before Date: Time:	Email id:

Cost of RFP Document	Rs. Xxx /- [Rupees xxxxxxxx only] in the form of a crossed demand draft (non-refundable)/banker's cheque drawn in favour of [Insert Name] on any scheduled bank, payable at [Insert Place]
Cost of EMD	Rs. Xxx /- [Rupees xxxxxxxx only] in the form of a crossed demand draft (non-refundable)/banker's cheque drawn in favour of [Insert Name] on any scheduled bank, payable at [Insert Place]
Performance Guarantee	

13065

Request for Proposal for Mechanical Road Sweeping

2. Notice of Invitation for Mechanical Road Sweeping

Tender Notification No.

Date:

Table-1: Mechanical Road Sweeping	
Area of Work (ULB to specify the road lengths to be mechanically swept)	Time Schedule
Work Package -1	
Road I: _____ from _____ junction to _____ junction (_____ Kms)	
Road n: _____ from _____ junction to _____ junction (_____ Kms)	

Key Conditions for Contract Offer

Tender Purpose: Awarding of a single contract to the successful bidder (single entity) meeting the qualification criteria and least cost financial offer for the work package for areas indicated above in Table-1, covering the activities of :

- Daily sweeping of the entire road lengths, using mechanical sweeping machines, as per the scope of work indicated in Appendix-A of this RFP.
- Transporting all the collected material to the places as designated by the ULB.

[Name of ULB] invites detailed Proposals for the following Work Packages which consist of **Mechanical Road Sweeping** as indicated in the Table-1 given below. The bid proposals are to be made keeping in full consideration the work quantities and the quality requirements as given in Table-1 below and the scope of work detailed in Appendix-A.

A ULB base map indicating the corresponding locations for Mechanical Road Sweeping and Transportation points and designated locations for final depositing are provided in Appendix- B

Contract Period: Initially for a period of ___ years and will be extended for another period of ___ years

Bid Criteria: Rate quoted on per Km basis for all the activities together as specified above

Bid Agreement: ULB will enter into an all-inclusive services contract with the successful bidder, who will be a single entity (firm, private or limited company, cooperative society)

Financial Compensation for the Service: ULB shall pay on the basis of the agreed upon price for per Km per day for all the services included in the package.

Financing of the costs incurred towards service delivery: The Contractor shall bear all the costs and expenses arising from capital investments, operations and maintenance expenses for the entire contract duration. The ULB shall not bear / make any more additional payments other than the contractual amount.

3. Instructions to Bidders

- 3.1 Suitably qualified and capable bidders will be selected through a single stage two part bidding process. The detailed scope of required services is set out in **Appendix A** of this RFP document.
- 3.2 Bidders are requested to submit their competitive proposals for each of the work package, separately as indicated in the Table-1 above. The bidder cannot submit proposals for more than one work package in the same name of the bidder. Proposals will also not be accepted for the same work package by the same bidder in different names. Bidders cannot reduce or increase the number of roads other than as indicated in Table-1.
- 3.3 The Bidder is responsible to bear all the costs involved in preparing the proposal and participating in the bid. Any such bid participation costs should not be included in the bid amount quoted by the bidder and such costs will not be allowed.
- 3.4 In case any modifications are made to this RfP, at the discretion of the ULB, such modifications will be notified in the same publication (notice board, newspaper, bulletin etc.). Prospective bidders are advised to keep watching for any modifications, announced in the same publication in which the original invitation for the publication appeared.
- 3.5 The Proposal submitted by the bidder shall be valid for a period not less than _____ calendar months from the proposal due date (proposal validity period). ULB reserves the right to reject any proposal, which does not meet this requirement.
- 3.6 The Proposals would be evaluated on the basis of the criteria set out in this RFP Document.

Earnest Money Deposit (EMD)

- 3.7 Each Proposal shall be accompanied by EMD of Rs. *[insert amount]* [Rupees *(insert amount in words)*].
- 3.8 The EMD shall be in the form of a crossed demand draft / banker's cheque drawn in favour of *[insert name]*, *[insert name of ULB]* on any scheduled nationalized bank, payable at *[insert name of the place]*.
- 3.9 The EMD of every unsuccessful bidder would be returned within a period of _____ weeks / months from the date of announcement of the successful bidder. The EMD submitted by the successful bidder would be released upon furnishing of the performance security amounting a value equal to _____ of the bid value valid for the entire contract period and _____ months thereafter.
- 3.10 The Bidder would provide all the information as per this RFP. ULB would evaluate only those proposals that are received in the required format and are complete in all respects. Each proposal shall comprise the following:

A. Qualification Criteria

3.11. The Bidder must satisfy the following Qualification Criteria for experience in order to qualify for the Project.

- i. Must be a sole proprietorship, registered partnership firm, public limited

- company, and private limited company. The firm/company should be registered in India. No consortium is allowed
- ii. The bidder must own or have a lease hold with proper registered agreement for at least two mechanical sweeping machines used on highways and roads, in his / her name. The bidder shall submit a proof to this effect with the Bid. RC copies of the sweeping machine should be submitted which are registered in the name of bidding company or the lessor.
 - iii. The Bidder should have an average annual turnover of INR _____ for last 3 financial years.
 - iv. The net worth of bidder should be minimum INR _____ as on 31st March 2015. Audited balance sheets and profit and loss statements should be submitted by the Bidder of last three years.
 - v. The bidding firm shall have the following certificates / registration
 - a. EPF Registration Certificate
 - b. ESI Registration Certificate
 - c. Service Tax Registration Certificate
 - vi. The bidder must have Experience in:
 - a. Road sweeping, using mechanical sweeping machines in large areas such as municipal roads, industrial and civil townships as relevant to the scope of Work Given in Appendix-A.
 - b. Transportation of the same to designated locations.
 - vii. The bidder should have financial capability to meet the working capital expenses such as interest on the capital investment if any, payment of lease rents, all labour costs and the expenses towards operating costs for a period of at least three months. The proof of this financial capability can be shown through a banker's credit certificate from any Government of India's nationalised bank

B. Bid Submission

3.12. All documents mentioned below, after filling in should be submitted in one cover, as per the detailed instructions given in clause 3.14, super scribing on the top cover as:

"QUALIFICATION DOCUMENTS FOR BID PROPOSAL Mechanical Sweeping "

1. Covering letter in the format set out in Annexure-I
2. Details of the Bidder in the format set out in Annexure-II
3. Anti-collusion certificate in the format set out in Annexure-III
4. Proof of Eligibility in the format set out in Annexure-IV
5. Undertaking for Maintenance of Good labour Practice Annexure-V
6. Financial Bid – Original Annexure-VI
7. Financial Bid – Copy Annexure-VII
8. Proof of Purchase of the RFP Document
9. EMD in original

C. Financial Bid

3.13. Financial proposal should be submitted in two sets of copies – one Original & another as Copy as given in Annexure-VI and VII of this RFP document

3.14. The bidder shall prepare two sets of documents for bid submission.

Set One will contain:

- i) All the qualification documents (put in one cover and seal it); Write on the **Cover-A "ORIGINAL - QUALIFICATION CRITERIA FOR MECHANICAL ROAD SWEEPING AND TRANSPORTATION"**
- ii) Financial Proposal – After filling all the details in Annexure-VI and VII formats, put in another separate cover and seal it. Write on the **Cover-B "ORIGINAL - FINANCIAL PROPOSAL FOR MECHANICAL ROAD SWEEPING AND TRANSPORTATION"**
- iii) Put both these covers into a larger **Cover-C** and write in bold letters **ORIGINAL – BID PROPOSAL FOR MECHANICAL ROAD SWEEPING AND TRANSPORTATION"**.

Set Two will contain

- iv) Copy of all the above documents. **(Covers A,B and C)** They should be marked **"COPY"** on the top of both Qualification Criteria and Financial Proposal. Both these covers should be put in one large cover and marked on the top of the cover as **"COPY - BID PROPOSAL FOR MECHANICAL ROAD SWEEPING AND TRANSPORTATION"**.

3.15. The envelopes marked as 'ORIGINAL' and 'COPY' shall then be sealed in a single outer envelope and submitted to the appointed officer on or before the prescribed date and time.

3.16. In the event of any discrepancy between the original and the copy, the original shall prevail.

3.17. The Proposal, both the original and the copy shall be typed or written in indelible ink and each page shall be initialled by an authorised signatory of the Bidder or an Individual applicant, as the case may be. All the alterations, omissions, additions, or any other amendments made to the Proposal shall also be initialled by the person(s) signing the Proposal.

Sealing and Marking of Proposal

3.18. Each of the envelopes, both outer and inner, must be written with the following information:

- a. Name and Address of Bidder, name of the contact person and phone numbers
- b. "Proposal for the Project": [Write the Tender Notification Number]
- c. **TO BE OPENED IN THE PRESENCE OF TENDER EVALUATION COMMITTEE ONLY**

3.19. If the envelope is not sealed and marked as instructed above, ULB assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted and such Proposal, may, at the sole discretion of ULB, be rejected.

Proposal Due Date

- 3.20. Proposals should be submitted, as indicated above in schedule for the bidding process, in the manner and form as detailed in this RFP. Proposals submitted by e-mail, or any other transmission will not be accepted.
- 3.21. ULB may, in exceptional circumstances, and at its sole discretion, extend the above Proposal Due Date by publishing an Addendum.

Opening of Proposals and Clarifications

- 3.22. ULB would open the Qualification Criteria of the Proposals on any earliest convenient working day after the Proposal Due Date for the purpose of evaluation, however not later than _____ days from the Proposal Due Date. The opening of the Qualification Criteria Proposal will be communicated to the bidders and any one representative of the bidder can participate in the bid opening. However, the evaluation of the qualification criteria will be done by the selection process of the ULB. The Financial offers of only the qualified bidders shall be opened after intimation of the date, time and venue of such opening, however not later than _____ days from the date of opening of QUALIFICATION CRITERIA.
- 3.23. ULB reserves the right to reject any Proposal not submitted on time and which does not contain the information/documents as set out in this RFP document.
- 3.24. To facilitate evaluation of Proposals, ULB may, at its sole discretion, seek clarifications in writing from any bidder regarding its Proposal.

Evaluation and Selection of Successful Bidders

- 3.25. The Proposal would be evaluated by the ULB and suitably qualifying bidders will be selected for opening of the financial bid. The evaluation criteria are:
 - I. Bid documents were received on or before the prescribed time schedule.
 - II. Submitted bid proposals are clear with reasonable details, and as per the norms prescribed in this RfP.
 - III. The qualification criteria and experience meeting the requirements, and there are no inconsistencies between the proposal and the supporting documents.
 - IV. The bidder should have enough workforce, equipment, transportation and capability for regularly executing the works indicated in the work package.
 - V. The bidder should have sufficient experience to prove that she/he / it has sufficient capacities to execute the works as per the service level indicators, satisfactorily throughout the contract period.
 - VI. The Financial Offers of only those bidders, who meet the Qualification and Capability Criteria, would be opened.
 - VII. Among the qualified bidders for the same work package, the Bidder making the lowest Financial Offer would be declared as the Preferred Bidder. ULB may either choose to accept the Proposal of the Preferred Bidder (based on the qualifying criteria and the financial bid) or invite him for negotiations
 - VIII. In case there are two or more Bidders quoting the same lowest Financial Offer, ULB may in such case call all such Bidders for negotiations and select the Preferred Bidder on the outcome of the negotiations. The selection in such cases shall be at the sole discretion of ULB.

3.26. ULB reserves the right to reject any Proposal, if:

- a. At any time, a material misrepresentation is made or discovered; or
- b. The bidder does not respond promptly and diligently to requests for supplemental information required for the evaluation of the Proposal.
- c. The bidder has brought in any pressure or influence on any of the municipal authorities or the government for favouring his bid for selection.

3.27. In the event of acceptance of the Preferred Bidder with or without negotiations, ULB shall declare the Preferred Bidder as the Successful Bidder. ULB will notify the Successful Bidder through a Letter of Award (LoA) that its Proposal has been accepted.

3.28. The Successful Bidder shall execute the Agreement within [*insert the number of weeks*] of the issue of LoA or within such further time as ULB may agree to in its sole discretion.

3.29. The Successful Bidder shall also furnish Performance Security by way of an irrevocable Bank Guarantee, issued by a scheduled bank located in India in favour of [*insert name*], [*insert the name of the ULB*] as required under the Agreement.

3.30. Failure of the Successful Bidder to furnish the performance guarantee within the given time shall constitute sufficient grounds for the annulment of the LoA, and forfeiture of the EMD. In such an event, ULB reserves the right to

- a. either invite the next lowest Bidder for negotiations

or

- b. take any such measures as may be deemed fit in the sole discretion of ULB, including annulment of the bidding process.

3.31 Notwithstanding anything contained in this RFP, ULB reserves the right to accept or reject any Proposal, or to annul the bidding process or reject all Proposals, at any time without any liability or any obligation for such rejection or annulment, without assigning any reasons thereof.

Appendix-A: Scope of Work

1. The scope of work includes:
 - Daily sweeping of the entire road lengths, from one end to the other end, as given in Table -1 above, using mechanical sweeping machines. The power operated sweeping machines should conform to the specifications detailed in this Scope of Work.
 - Transporting all the collected material to the places as designated by the ULB.
2. The bidder is required to deploy the required number of mechanical sweeping machines and the workforce as indicated in the Tables A1 and A2 below. The mechanical sweeping machines should conform to the technical specifications given in Tables A3 below.

Table -A1: Machinery and Workforce Requirement		
S No.	Particulars	Quantity Requirement
List of machineries that should meet the technical specifications stated in this Appendix.		
1	Truck mounted sweeping machines (Not older than 3 years)	
2	Inspection vans	

Table -A2: List of manpower for operations of mechanical sweeping machines		Uniform and Safety Requirements
1	Trained drivers	<ul style="list-style-type: none"> • Uniforms – 2 sets per year per operator / supervisor / sweeper • Helmets – 1 helmet per operator / supervisor • Nose Masks - as per requirement • Safety shoes – 1 pair per year per operator / supervisor/ sweeper • Mobile facility – 1 number per operator/supervisor/SM
2	Operators / workers required for the mechanized sweeping machines	
3	Field supervisors	
4	Senior Manager	

Conditions for Sweeping Machines' Operations

1. The contractor shall operate / ply, the truck mounted mechanical sweeping machines at the extreme left or at the right side of the carriage way,, to remove the dust, litter, debris etc. as directed by the ULB Project Engineer in charge and not at the middle / center of the carriage way until unless is being directed to do so, by the Project Engineer
2. Each sweeping machine should be deployed to work on 10PM – 6 AM shift basis on all the 365 days of the calendar year, including general and national holidays. The financial quote made should be for the equipment operation and service delivery on all the 365 days, without any additional claim other than the quoted and accepted payment and terms.

3. The mechanical sweeping machines shall display "ON _____ DUTY" and telephone number(s) for lodging any complaints by the citizen and road users. The telephone number(s) should be linked to the ULB central control room that monitors the services.
4. In case of any mishap/accident happening due to the machine operation on road or at the site of the machine working, the contractor shall take the complete responsibility for the occurrence. The contractor is responsible for registering a police complaint and attending to further legal processes and the ULB shall not be made a party to the occurrence.
5. The contractor's work should not affect or stop the traffic flow on the roads at the time of sweeping of the roads.
6. The contractor shall not put any hindrance to any other works, being carried out on the roads, with the authorization of the ULB. The sweeping contractor shall have to allow the other party to work and adjust his work accordingly and no claim shall be entertained on this account. In case of any dispute the decision of the ULB shall be final and binding upon all the parties concerned.

Technical Specification of the Mechanical Sweeping Machine.

1. The machine should be capable of collection of different types of refuse e.g. stones, sand, leaves, sticks, papers, nails, bottles etc. without stopping the machine for manual collection. All sweeping and dumping operations should be mechanical and all control switches should be provided in the driver's cabin. The filtering, dust collection and emission of exhaust air from the hopper should comply with stipulated environmental norms. All the machines shall be fitted with GPS based vehicle tracking system. The machine should use CNG / diesel as fuel.
2. The bidder shall submit a catalogue and video CDs of the proposed sweeping machines to be deployed for this work.

General Specification:

3. The street sweeping machine shall be complete in all respects including operator's cabin, electrical, instrumentation, auxiliary items etc. All items essential for the desired operations of the machine, including those specifications which have not been specified, do form part of the scope of work.

Basic Technical Parameters

- 3.1 **Sweeping path/width:** The **Central Broom** should cover a width of at least 1250 mm and revolve without tilting. **Side brooms** should cover a width of at least 2100 mm and covered with dust covers so that **no dust goes out into the environment.**
- 3.2 **Sweeping Speed:** The speed of the sweeping machine should be up to ____ Km/hour in order to ensure that minimum inconvenience is caused to the traffic while sweeping operations are in progress.
- 3.3 **The road travel speed** should be at least ____ Km/ hour or more.
- 3.4 **The Refuse Collection** system should be equipped with regenerating or vacuum system, with the latest technology for effective and complete collection of refuse while sweeping at speeds up to ____ km/hr.
- 3.5 The machine should be capable of collection of different types of refuse e.g. stones, sand,

- nails, bottles, leaves, sticks, papers, cloth etc. without stopping the machine for manual collection.
- 3.6 A **vacuum hose** should be provided with a minimum diameter of 150 mm in order to reach the inaccessible areas for cleaning by suction. The length of vacuum hose should be at least 4.0 meters.
 - 3.7 There should washing system made up of double stainless steel water tank total volume not less than 1200 lit with a front spraying bar (washing path 2000 mm) with at least 100 bar.
 - 3.8 The Power Sweeper Machine shall be fitted with thick brushes made up of steel/polypropylene and vacuum suction system, so that it is capable of picking up big size waste and variety of refuses like leaves, littering plastic paper/paper & debris - dirt, dust, sand, rubble, silt, wet waste, bottles, small stones, human excreta, cow dung, floating matters, broken glass, pet bottles, coconut shells, bulky huge accumulation of solid waste, etc. from the roads with speed & quality clearance etc.
 - 3.9 The machine also shall be capable to lift mulched debris through compacting pulverizing impeller fan to give high collection capacity and safe pick up of broken glass & other sharp objects.

Hopper/Waste container

- 3.10 The volume of the waste container should not be less than 5 cubic meter.
- 3.11 The hopper should be made of stainless steel material and it should have a thickness of at least 2 mm.
- 3.12 The hopper should be capable of dumping refuse up to a height of at least 1.5 meters or more so that the refuse can be dumped onto suitable waste carriers/ dumpers to be carried to the dumping ground.
- 3.13 The hopper should be equipped with hydraulic system for dumping and closing of doors.

Dust Control

- 3.14 For control of dust, the equipment should have provision for sprinkling of water on the front brush and the two side brushes along with dust covers on side brush or any other effective dust control mechanism.
- 3.15 The filter deployed in the sweeping machine should be highly efficient and PM-10 compliant capable to sweep in wet condition after rains without clogging with following properties:
 - a. Complete insolubility to water, oil, vegetable, animal fats and chemicals with five resistant properties (i.e. does not spread flames at any point of operation time).
 - b. The filtering assembly shall also include a performing cleaning system which shall be easy.

Noise Level

- 3.16 The road sweeping machine should have very low noise levels. It should not exceed prevailing prescribed rules of Ministry of Environment and Forest, Government of India, so that it can be used in residential areas and near hospitals/educational institutions at night as well.

Safety System

- 3.17 The dashboard should be equipped with the following instruments in order to ensure safety of machine:
 - i. Electric machine electric hour counter
 - ii. Fuel level indicator
 - iii. Tachometer
 - iv. Engine oil warning light
 - v. Running lights lamp
 - vi. Position indicators lamp

- vii. Hooter button
- viii. Key switch
- ix. Glow plug warm up warning light
- x. Low fuel warning light
- xi. Lifted up hopper warning light
- xii. Refuse unload door open light
- xiii. Battery charging warning light
- xiv. High beam lamp
- xv. Drive direction switch

Lights

- 3.18 The machine should have 'safety lighting system' with indicators on both left and right sides, a revolving light on top and headlights. There should be another two lights, one each on both right and left side of chassis, for viewing quality of sweeping at night. Besides headlights the vehicle should have two fog lights also.

Driver's Cabin

- 3.19 The driver's cabin should be covered and air conditioned. All controls should be easily accessible.

Spare Parts

- 3.20 Spare parts and consumables of the road sweeping machine must be available for the required period to run the operations without stoppage for want of these materials. Any work stoppage will be levied penal charges and the penalty will be deducted from the payments to the contractor.

Maneuverability

- 3.21 The sweeping machine should be suitable to the ULB road conditions

Table-A3: Other Specifications of the Mechanized Sweeping Machines

Sl. No.	Item Description	Bid Requirement
1	Mechanical sweeper category	GVW of chassis required is 16 T GVW
2	Sweeping system and dust control	Water sprinkler nozzles to be provided on the brush
3	Two vertical brushes on sides of the vehicle in front of fore wheels or just behind cleaning path	Both side steel polypropylene brushes and center brush of nylon or better quality.
4	Dust control system water sprinkling nozzles	Water sprinkler system should be operational while brush's are moving
5	Engine Power – Diesel Driven.	Separate auxiliary engine for sweeping operations with separate diesel/ CNG tank
6	Collector Capacity (in ltrs)	Minimum 5 Cum
7	Control measure on PM-10 dust particle	Machine should be provided with necessary attachments to control measure on PM-10 dust particle.

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Service Operations and Maintenance conditions

- 3.22 The contractor shall also supply Operations and Maintenance Manual showing detailed operation procedures including a list of Do's & Don'ts, blown up views of all major components and subassembly, detailed procedure for overhauling and replacement of each component, troubleshooting and remedies, lubrication schedule and preventive maintenance checklist for daily, and after 2500 hrs., and 10000, 25000, and 40,000 hrs., schedules. Contractor shall provide 2 sets of operator's and maintenance manual
- 3.23 Contractor needs to ensure that insurance is taken for each and every machine and should comply with applicable RTO norms. The contractor shall pay all RTO related expenses such as taxes, permit fee, Pollution Under Control certificate etc., for all the vehicles used for the contract execution.
- 3.24 The contractor shall organize a safe parking area for the machines and storage facilities for spares, consumables and other require accessories within the limits of the ULB.
- 3.25 The contractor is fully responsible for carrying out required repairs and maintenance at periodic intervals at the own cost of the contractor and the ULB will not be underwriting any of these costs.
- 3.26 All the machines deployed should be provided with real time GPS vehicle tracking system
- 3.27 Contractor shall adhere to norms of Minimum Wages Act and other applicable labour laws including PF/ESIC etc., Salaries of all the employees are to be paid on time as per applicable rules governed by labour laws in the state. It shall be duty of contractor to ensure proper documentation as per various Labour Laws is maintained. To this effect the bidder is required to provide an undertaking as per the proforma given in Annexure
- 3.28 The contractor is required to organize water required for the sweeping operations
- 3.29 The contractor shall ensure placement of Safety device(s) and signage(s) at work site during working hours, as per MORT & H [Ministry of Road Transport & Highways] Specification.
- 3.30 Repair and maintenance of sweeping machines/replacement of spare parts shall be done as per the OEM manual of the equipment / machines.
- 3.31 The waste collected from sweeping should be unloaded at only specified locations indicated by the ULB. Dumping of the material in any unspecified place will be considered a serious violation of the contractual terms and necessary legal actions will be initiated as per the prevailing environmental regulations.
- 3.32 If it is found by the Review authority that the waste collected is dropped at any place other than waste collection centers then a penalty of ₹ 1,000/- per event shall be charged by the Authority and this amount will be automatically deducted from the immediate next payment to the contractor.
- 3.33 The contractor should ensure that the sweeping machines and other associated fleet of vehicles are kept clean and tidy during operations. Washing of vehicles should be done periodically to ensure vehicles are kept clean.
- 3.34 The ownership of the waste lies with the ULB. The contractor cannot sell or pilfer the Waste.
- 3.35 The contractor will have to remove any person employed on the work if so desired by the Review Committee/ ULB for any reason.
- 3.36 The contractor will have to follow all existing rules and regulations of the Government & labour department or as amended from time to time regarding the labour employed by him without entitling him for any extra claim on this account.
- 3.37 The contractor will have to follow all existing rules and regulations of the Government & labour department or as amended from time to time regarding the labour employed by him without entitling him for any extra claim on this account.
- 3.38 The contractor is required to track the vehicles deployed for the project through GPS and assess whether the vehicles are following the proper routes.
- 3.39 The contractor is required to review the data logs on the monthly basis of the contractor. Data logs to be prepared by contractor in discussion and consultation with GMC which shall cover attendance, GPS reports, duty slips, and repair and maintenance/spare parts replacement among

other things.

Penalty Clauses

- 3.40 If it is found by the Competent Authority that the roads mentioned and given to the contractor were not swept mechanically as per the scope of the work mentioned in the RFP, then penalty shall be levied maximum up to the rate agreed with the contractor in per Km per day and shall be deducted from the running bill of the contractor.
- 3.41 As disciplinary measure, following penalties would be levied so that defaults do not recur

Event of Default	Penalty
Non wearing of uniforms	₹100 INR per person employed per day
Driver not having valid Driving License	₹ 200 INR per event
Driver not keeping photo copy of RTO registration	₹ 200 INR per event

- 3.42 If there is a complete breakdown of service for a day, the fee for the day will not be paid and over and above 5% penalty will be imposed on the day's bill value.
- 3.43 Complaints will be referred to the Contractor by the ULB and the complaints are to be attended within 24 hours. If the complaints are not attended within the stipulated time of 24 hours, there will be a penalty of ₹ 1,000/- per each such complaint.

Contractor Fees and Payment Mechanism

- 3.44 Contractor payment for the month shall be calculated by following formula: Payment to be made by Authority every month = (A * B * C - D)
- A: Fees agreed per Km per day
 - B: Km i.e. total length of road covered in the project
 - C: No of days in the particular month
 - D: Penalties
- 3.45 The Contractor shall, by 5th day of every month or in case the 5th day is a holiday, then on following working day of such month, submit to ULB /review committee a monthly bill providing amount of bill payable by the Authority (i.e. A * B * C). The Review Committee after deducting the penalties levied for such month approves the bill. (i.e. A * B * C - D)
- 3.46 The contractor Fee statement shall be verified by the designated officers of the ULB within 7 days of receipt of such statement by them.
- 3.47 For the payment of first month of operations, the Fee Statement, provided by the Contractor shall relate to the period commencing from date of start of commercial operation date (COD) till the end of the month and the Fee Statement shall be submitted on the 5th day of the succeeding month.
- 3.48 The ULB shall, within 30 days from the date of receipt of the monthly bill, pay to the contractor, the Fees in accordance with the formula given in clause 10.46 above. All the payments to the Contractor shall be made by way of ECS or the prevailing norms in the ULB.

Performance Monitoring

- 3.49 The quality and diligence in work delivery will be regularly monitored as indicated in the Tables-A-5 by the ULB officials and the department of Municipal Administration
- 3.50 Continuation of the bidders' work package contracts are fully subject to the condition that the required performance conditions are met all the time. In the event of failure to meet these conditions to the expected satisfactory conditions, the contract will be terminated as per the contractual clauses mentioned in the contract document.

Table A-5: Service Level Performance Indicators (KPIs) for Mechanical Sweeping and Formula for Levying Penalties and Contract Termination				
Key Performance Indicators	Field Evidence	Service Level Benchmark	Weightage	Formula for Levying Penalties and Contract Termination
Coverage	GPS Reports	100%	30%	<ul style="list-style-type: none"> Daily Performance will be recorded and service failure (deviation from the benchmark levels) will be calculated on monthly basis Formula for levying monthly penalties from the payment of monthly contractor premium: <p>Penalty to be levied :</p> <p>= (Monthly Contractor Premium X Weightage of the Indicator) X % of Service Failure</p> <p>Illustration for Failure in Coverage Indicator</p> <p>(Rs. 2,00,000 X 35%) X 10% = Rs. 7,000</p> <p>Termination Condition :</p> <p>Continuous failure to achieve 80% satisfaction in all the indicators, subsequently for three months will result in termination of contract with a notice period of one month.</p>
Down time occurrences	Daily Downtime Logs	Zero Down time	15%	
Punctuality & Clean Dust Free Roads	Daily Run time Logs and Daily Random Checks	90%	15%	
Payment of Salary, PF, ESI, Protective Wears and One day Weekly Off	Payment receipts	100%	15%	
Worker and Supervisor Absenteeism	Muster reports	100%	15%	
Maintenance of GPS system with related infrastructure Data Management & Reporting.	Monthly Reporting & Logs	100%	10%	

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Appendix -B

ULB base map indicating Main and Arterial Roads where Mechanical Sweeping is required to be done with the length of the roads to be swept.

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Annexures (1 to 7)

Formats to be used by the Bidder for submitting the Proposal

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Annexure -1

Covering Letter

(On the Letter-head of the Bidders)

Date:

To: *[Insert name and address of ULB Official]*

Sub: Submission of Bid for Work Packages No(s).
Sweeping and Transportation

Mechanical Road

Ref: Your Notification No. _____ dated _____

Sir/Madam,

Being duly authorised to represent and act on behalf of myself / agency:
(hereinafter referred to as "the Bidder"), and having reviewed and fully understood all of the
Proposal requirements and information provided and collected, the undersigned hereby
submits the Proposal on behalf of *(Name of Bidder)* for the Work Package No(s).....

We here submit Two sets- **one (1) original** and **one (1) copy**, with the details as per the
requirements of the RFP, for your evaluation.

We confirm that our Proposal is valid for a period of _____ calendar months from *[insert
Proposal Due Date]*.

Yours truly,

For and on behalf of *(Name of Bidder)*

Duly signed by the Authorised Signatory of the Bidder

(Name, Title and Address of the Authorised Signatory)

Annexure -2**Details of Bidder**

(On the Letter Head of the Bidder)

1.
 - (a) Name of Bidder
 - (b) Address of the office(s)
 - (c) Date of incorporation and/or commencement of business

2. Brief description of the Bidder's main lines of business.

3. Details of individual(s) who will serve as the point of contact / communication for ULB with the Bidder :
 - (a) Name :
 - (b) Designation :
 - (c) Company/Firm :
 - (d) Address :
 - (e) Telephone number :
 - (f) E-mail address :
 - (g) Fax number :
 - (h) Mobile number :

4. Name, Designation, Address and Phone Numbers of Authorised Signatory of the Bidder
 - (a) Name :
 - (b) Designation :
 - (c) Company/Firm :
 - (d) Address :
 - (e) Telephone number :
 - (f) E-mail address :
 - (g) Fax number :
 - (h) Mobile number :

Annexure -3

Anti-Collusion Certificate

I / We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, I / we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

I / We hereby certify and confirm that in the preparation and submission of our Proposal, I / we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

I / We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant Proposal.

I / We further acknowledge that in any later date, if it was found that I / we indulged in any of the corrupt activities mentioned in "Prevention of Corruption Act 1988", the ULB has the right to take necessary legal action.

Dated thisDay of, 2015

.....
(Name of the Bidder)

.....
(Signature of the Bidder / Authorised Person)

.....
(Name of the Authorised Person)

Note: This Certificate is to be notarized

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Request for Proposal for Mechanical Road Sweeping

Annexure -4**Proof of Eligibility**

It is Compulsory for the bidder to fill this statement and the bidder must attach only those documents that support this statement

Tender Reference No. ___

Name of Work: _____

Name of Tenderer

ELIGIBILITY CRITERIA (To be filled by the Bidder)		
1	NET WORTH As on 31 March, 2015	Rs..... Crore
2	TURNOVER in Crores (During the immediate LAST 3 consecutive financial years)	
	2014-15	
	2013-14	
	2012-13	
3	List the Machinery owned by the bidder	

1. Attach copies of audited balance sheet
2. Proof of Ownership for the power operated mechanical sweeping machines

Details of Experience: The Bidder should furnish the details of eligible experience as set out below:

Sl. No.	Qualification Criteria	Details of the Work Executed	Documentary Proofs Such as Work Orders, Agreements, work Completion Certificate etc. ¹
1	Mechanical Street Sweeping	(Bidder needs to write the details)	(mention the names of documents attached)

¹ Without fail, copies of the documents mentioned here should be enclosed with the proposal

Annexure -5**Undertaking for Maintenance of Fair Labor Practices**

(Note: This undertaking should be on ₹ 100 bond paper duly notarized.)

I / we undertake to follow fair labour practices as per the Acts, Rules applicable in the State of Andhra Pradesh, for labour engagement, and indemnify the ULB from any labour encumbrances for the workforce employed in our rolls for executing the works awarded to me/ us through this RfP.

I / we further undertake that the following conditions will be maintained by us, failure of which may make the award of contract terminated by the ULB, with duly pointing out the lapses.

I/we undertake to make payment of monthly wages on or before the specified dates of the month and also remit the PF and ESI subscriptions on or before the specified dates.

I/we undertake to submit payment receipts in original for payment of wages, PF and ESI remittances for claiming the monthly payments for our services.

I/We undertake that we shall not use any fraudulent methods to subvert the worker payments and their lawful entitlements and we understand any such practices found and proven will make our contract terminable.

I / we shall maintain the following registers and, submit reports as per relevant Labour Laws and Rules.

- i. Register of sanitary workforce employed for this work packages
- ii. Muster roll, Register of wages deduction and Over-time registers in the forms prescribed.
- iii. Issue of wage slip one day in advance of payment of wages.
- iv. Issue of employment card in form XIV of the relevant Rules.
- v. Submission of half-yearly returns by 30th June and 31st December to Labour Department and Principal Employer.
- vi. Provision of health and welfare measures, such as crèches and first-aid facilities
- vii. My / our office shall be registered under Andhra Pradesh Shops and Establishment Act, 1988.

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Request for Proposal for Mechanical Road Sweeping

Annexure -6

**Financial Offer for the Project
ORIGINAL**

Date:

The Commissioner, *[Insert address of ULB]*

Sub: Financial Bid for Work Package Zone No. _____ for Mechanical Road Sweeping, and
Transportation

Ref: Your Notification No. _____ dated _____

Sir/Madam,

Having gone through this RFP document and having fully understood the Scope of Work for the Project as set out by ULB in the RFP, I / we are pleased to inform that

I / we would deploy the following resources for undertaking all the activities involved work package No. _____. We also quote the amount that we would be charging from the ULB.

Work Package No.	Detail the no. of sweeping machines planned to be deployed ²	Detail the number workforce planned to be engaged	Amount chargeable from ULB in ₹ per Month

I / we have reviewed all the terms and conditions of the Request for Proposal and would undertake to abide by all the terms and conditions contained therein. I / we hereby declare that there are, and shall be, no deviations from the stated terms in the RFP Document.

Yours faithfully,

For and on behalf of *(Name of Bidder)*

Duly signed by the Authorised Signatory of the Bidder

(Name, Designation and Address of the Authorised Signatory)

Signature of the Issuing Authority / ULB Representative

(Note: The Rfp issuing authority (ULB) should sign both Original & Copy financial formats before issuing RFP document and financial offers should be obtained on these formats only)

² Must enclose, the vehicle registration, ownership / leasehold registered agreements and the equipment manual with detailed equipment specifications and the operations and maintenance instructions

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Annexure -7

Financial Offer for the Project

COPY

Date:

The Commissioner, [Insert address of ULB]

Sub: Financial Bid for Work Package Zone No. _____ for Mechanical Road Sweeping, and
Transportation

Ref: Your Notification No. _____ dated _____

Sir/Madam,

Having gone through this RFP document and having fully understood the Scope of Work for the Project as set out by ULB in the RFP, I / we are pleased to inform that

I / we would deploy the following resources for undertaking all the activities involved work package No. _____. We also quote the amount that we would be charging from the ULB.

Work Package No.	Detail the no. of sweeping machines planned to be deployed ²	Detail the number workforce planned to be engaged	Amount chargeable from ULB in ₹ per Month

I / we have reviewed all the terms and conditions of the Request for Proposal and would undertake to abide by all the terms and conditions contained therein. I / we hereby declare that there are, and shall be, no deviations from the stated terms in the RFP Document.

Yours faithfully,

For and on behalf of (Name of Bidder)

Duly signed by the Authorised Signatory of the Bidder

(Name, Designation and Address of the Authorised Signatory)

Signature of the Issuing Authority / ULB Representative

(Note: The RFP issuing authority (ULB) should sign both Original & Copy financial formats before issuing RFP document and financial offers should be obtained on these formats only)

² Must enclose, the vehicle registration, ownership / leasehold registered agreements and the equipment manual with detailed equipment specifications and the operations and maintenance instructions

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ANNEXURE - IV

REQUEST FOR PROPOSAL

**Residential Micro Pockets Management, Manual Sweeping
of Main Roads, Litter Picking and Drains Cleaning**

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Request for Proposal for Residential Micro Pockets Management,
Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

The information contained in this Request for Proposal ("RFP") document by [*name of ULB*] (hereinafter referred to as "ULB"), is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions are subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information that might help them to assist in the estimation of work quantities, and the quality parameters for formulating their Proposals. This RFP document does not contain all the information the bidder may require. The Bidder should conduct one's own study and analysis to arrive at the information required for preparing the proposal.

ULB, their employees and advisors make no representation or warranty and shall not incur any liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP document.

ULB may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

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Request for Proposal for Residential Micro Pockets Management,
Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

1. Schedule of bidding process

Bidders are advised to submit their proposal on or before the time and date at the office as indicated below; and the bids submitted after this time and date or at any other office will not be considered under any circumstances, unless notified by the ULB with full information of the altered time, date and the office for submission.

Sl. No	Event Description	Date	Office Address
1	Closing date for Issue of RFP	[date]	
2	Proposal Due date / Submission date	Date Time	
3	Pre Bid Meeting	Date Time	
4	Opening of Technical Bid (Qualification Criteria)	Date Time	
5	RfP Clarification Enquiries Phone / Person	Before Date: between Hrs. to Hrs.	
6	RfP Clarification by email	Before Date: Time:	Email id:

Cost of RFP Document	Rs. Xxx /- [Rupees xxxx only] in the form of a crossed demand draft (non-refundable)/banker's cheque drawn in favour of [Insert Name] on any scheduled bank, payable at [Insert Place]
----------------------	--

Cost of EMD	Rs. Xxx /- [Rupees xxxxxxx only] in the form of a crossed demand draft (non-refundable)/banker's cheque drawn in favour of [Insert Name] on any scheduled bank, payable at [Insert Place]
Performance Garantie	

13092

Request for Proposal for Residential Micro Pockets Management,
Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

Tender Details

Maintenance of Sanitation and Solid Waste Management in Residential Area Micro Pockets, Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

Tender Notification No.

Date:

[Name of ULB] invites detailed Proposals for the following Work Packages which consist of maintenance of sanitation and solid waste management in the residential micro pockets, sweeping and litter picking in the adjoining main and arterial roads and cleaning of drains as indicated in the Table-1 given below. The scope of the activities for sanitation, solid waste collection road sweeping and drains cleaning and waste transfer activities are detailed in Appendix- A. The bid proposals are to be made keeping in full consideration, the work quantities and the quality requirements as detailed in **Table-1 and Appendix-A.**

A ULB base map indicating the corresponding locations of the micro pockets, details of streets, roads, drains, transfer points and designated locations for deposit are given in **Appendix-B.**

Request for Proposal for Residential Micro Pockets Management, Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

Table-1: Maintenance of Sanitation and Solid Waste Management in Residential Area Micro Pockets, Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning														
(Note: Micro Pocket level details are to be given by the ULB)														
Work Package No. _____ (_____ no. of micro pockets)														
Sl. No.	Ward No	Micro Pocket No.	No. of Gates	No of Waste Generators	Names of the locality / roads, streets, lanes and Bi- lanes	Start Point and End Point with Landmarks	Micro Pocket Management					Road Sweeping, Litter Picking and Drains Cleaning		
							MSW Collection and Primary Transportation		Street Sweeping		Drains Cleaning	Main and Arterial Roads Length (in meters) *	Drains Length (in meters)	Road Sweeping and Drains Cleaning Schedules
							MSW Collection Timings / Schedules	Transfer points to primary / secondary transportation	Length of the Streets, lanes and Bi lanes (in meters)	Width of the Streets, lanes and Bi lanes (in meters)	Length of the shallow surface drains (in meters)			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

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Request for Proposal for Residential Micro Pockets Management, Manual Sweeping of Main
Roads, Litter Picking and Drains Cleaning

2. Instructions to Bidders

- 2.1 For each work package as indicated in Table-1 above, separate proposals are required to be submitted. Each work package including all the indicated micro pockets in that package is considered as one tender / contract. The bidder is required to submit the proposal for any one package, after considering the scope of the responsibilities in the micro pockets. They cannot reduce or increase the number of micro pockets for any package other than as indicated in Table -1 above.
- 2.2 The Bidder is responsible to bear all the costs involved in preparing the proposal and participating in the bid. Any such bid participation costs should not be included in the bid amount quoted by the bidder and such costs will **not** be allowed.
- 2.3 In case any modifications are made to this RfP, at the discretion of the ULB, such modifications will be notified in the same publication (notice board, newspaper, bulletin etc.). Prospective bidders are advised to keep watching for any modifications, announced in the same publication in which the original invitation of the publication appeared.
- 2.4 The Proposal submitted by the bidder shall be valid for a period not less than _____ calendar months from the proposal due date (proposal validity period). ULB reserves the right to reject any proposal, which does not meet this requirement.
- 2.5 The Proposals would be evaluated on the basis of the criteria set out in this RFP Document.

Earnest Money Deposit (EMD)

- 2.6 Each Proposal shall be accompanied by EMD of Rs. [insert amount] [Rupees (insert amount in words)].
- 2.7 The EMD shall be in the form of a crossed demand draft / banker's cheque drawn in favour of [insert name], [insert name of ULB] on any nationalised scheduled bank, payable at [insert name of place].
- 2.8 However, for the following categories of bidders, payment of EMD is not applicable.
 - a)
 - b)
- 2.9 The EMD of unsuccessful bidder would be returned within a period of One Month from the date of announcement of the successful bidder. The EMD submitted by the successful bidder would be released upon furnishing the performance security amounting a value equal to _____ of the bid value valid for the entire contract period and _____ months thereafter.
- 2.10 The Bidder would provide all the information as per this RfP. ULB would evaluate only those proposals that are received in the required format and are complete in all respects. Each proposal shall comprise the following:

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Request for Proposal for Residential Micro Pockets Management,
Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

A. Qualification Criteria

- 3.11. The Bidder must have the following experience to qualify for participating in the bid process
- i. Door-to-door collection of municipal solid waste and transportation of the same to designated locations for at least a period of _____ months.
 - ii. Regular cleaning / sweeping of streets and roads for at least _____ kilometres or regular cleaning / sweeping of streets and roads for at least a period of _____ months
 - iii. Regular cleaning of shallow surface drains for at least _____ kilometres or regular cleaning of drains for at least a period of _____ months
 - iv. The Bidder shall have either ownership or term lease in the name of the bidder or at least an agreement with the lessor for the period of _____ year.
 - a. The number of transport vehicles (push carts, tricycles or battery operated vehicles, adequate for the number of micro pockets (work packages) for which the bid is submitted.
 - b. The bidder should have financial capability to meet the working capital expenses such as interest on the capital investment if any, payment of lease rents, all labour costs and the expenses towards conservancy materials for period of at least three months. The proof of this financial capability can be shown through a banker's credit certificate from any Government of India's nationalised bank as specified in Annexure.
 - v. The bidding firm shall have the following certificates / registration
 - b. EPF Registration Certificate
 - c. ESI Registration Certificate
 - d. Service Tax Registration Certificate
 - vi. The bidder should be willing to engage those workers who are currently working on contract basis with the ULB in maintenance of sanitation works. The conditions of engagement can be as per the contract labour act as prevailing in the state of AP. To this effect, the bidder should submit a notarized affidavit of undertaking as specified in Annexure-5.

B. Bid Submission

- 3.12. All documents mentioned below, after filling in should be submitted in one cover, as per the detailed instructions given in clause 3.14, super scribing on the top cover as:

**"QUALIFICATION DOCUMENTS FOR BID PROPOSAL for
"Maintenance of Sanitation and Solid Waste Management in Residential Area Micro
Pockets, Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning"**

Request for Proposal for Residential Micro Pockets Management,
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1. Covering letter in the format set out in Annexure-I
2. Details of the Bidder in the format set out in Annexure-II
3. Anti-collusion certificate in the format set out in Annexure-III
4. Proof of Eligibility in the format set out in Annexure-IV
5. Undertaking to Maintain Fair labour practices in Annexure-V
6. Financial Bid – Original Annexure-VI
7. Financial Bid – Copy Annexure-VII
8. Proof of Purchase of the RFP Document
9. EMD in original

C. Financial Bid

3.13. Financial proposal should be submitted in two sets of copies – One Original & another as Copy as given in Annexure-VI & VII of this RFP document.

3.14. The bidder shall prepare two sets of documents for bid submission.

Set One will contain:

- i) All the qualification documents (put in Cover -A and seal it); Write on the **Cover-A ORIGINAL - QUALIFICATION CRITERIA FOR MICRO POCKET MANAGEMENT, ROAD SWEEPING, AND DRAINS CLEANING**
- ii) Financial Proposal – After filling all the details in Annexure-VI and VII format, put in another separate **Cover- B- ORIGINAL** and seal it. Write on the cover **“-FINANCIAL PROPOSAL FOR MICRO POCKET MANAGEMENT, ROAD SWEEPING, AND DRAINS CLEANING”**
- iii) Put both these covers into a **Larger Cover- C - ORIGINAL** and write in bold letters **BID PROPOSAL FOR MICRO POCKET MANAGEMENT, ROAD SWEEPING, AND DRAINS CLEANING**”.

Set Two will contain

- iv) Copy of all the above mentioned documents. They should be marked **“COPY”** on the top of both Qualification Criteria and Financial Proposal. Both these covers should be put in one large cover and marked on the top of the cover as **“COPY-BID PROPOSAL FOR MICRO POCKET MANAGEMENT, ROAD SWEEPING, AND DRAINS CLEANING”**.

3.15. The envelopes marked as 'ORIGINAL' and 'COPY' shall then be sealed in a single outer envelope and submitted to the appointed officer on or before the prescribed date and time.

3.16. In the event of any discrepancy between the original and the copy, the original shall prevail.

3.17. The Proposal, both the original and the copy shall be typed or written in indelible ink and each page shall be initialled by an authorised signatory of the Bidder or an Individual applicant, as the case may be. All the alterations, omissions, additions, or any other

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amendments made to the Proposal shall also be initialled by the person(s) signing the Proposal.

Sealing and Marking of Proposal

3.18. Each of the envelopes, both outer and inner, must be written with the following information:

- a. Name and Address of Bidder, name of the contact person and phone numbers
- b. "Proposal for the Project": [Write the Tender Notification Number]
- c. TO BE OPENED IN THE PRESENCE OF TENDER EVALUATION COMMITTEE ONLY

3.19. If the envelope is not sealed and marked as instructed above, ULB assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted and such Proposal, may, at the sole discretion of ULB, be rejected.

Proposal Due Date

3.20. Proposals should be submitted, as indicated above in schedule for the bidding process, in the manner and form as detailed in this RFP. Proposals submitted by e-mail, or any other transmission will not be accepted.

3.21. ULB may, in exceptional circumstances, and at its sole discretion, extend the above Proposal Due Date by publishing an Addendum.

Opening of Proposals and Clarifications

3.22. ULB would open the Qualification Criteria of the Proposals on any earliest convenient working day after the Proposal Due Date for the purpose of evaluation, however not later than _____ days from the Proposal Due Date. The opening of the Qualification Criteria Proposal will be communicated to the bidders and any one representative of the bidder can participate in the bid opening. However, the evaluation of the qualification criteria will be done by the selection process of the ULB. The Financial offers of only the qualified bidders shall be opened after intimation of the date, time and venue of such opening, however not later than _____ days from the date of opening of QUALIFICATION CRITERIA.

3.23. ULB reserves the right to reject any Proposal not submitted on time and which does not contain the information/documents as set out in this RFP document.

3.24. To facilitate evaluation of Proposals, ULB may, at its sole discretion, seek clarifications in writing from any bidder regarding its Proposal.

Evaluation and Selection of Successful Bidders

3.25. The Proposal would be evaluated by the ULB and suitably qualifying bidders will be selected for opening of the financial bid. The evaluation criteria are:

- a. Bid documents were received on or before the prescribed time schedule.
- b. Submitted bid proposals are clear with reasonable details, and as per the norms prescribed in this RFP.
- c. The qualification criteria and experience meeting the requirements, and there are no inconsistencies between the proposal and the supporting documents.
- d. The bidder should have enough workforce, equipment, transportation and capability for regularly applying conservancy materials in the work package.
- e. The bidder should have sufficient experience to prove that she/ he / it has sufficient capacities to execute the works as per the service level indicators, satisfactorily throughout the contract period.
- f. The Financial Offers of only those bidders, who meet the Qualification and Capability Criteria, would be opened.
- g. Among the qualified bidders for the same work package, the Bidder making the lowest Financial Offer would be declared as the Preferred Bidder. ULB may either choose to accept the Proposal of the Preferred Bidder (based on the qualifying criteria and the financial bid) or invite him for negotiations
- h. In case there are two or more Bidders quoting the same lowest Financial Offer, ULB may in such case call all such Bidders for negotiations and select the Preferred Bidder on the outcome of the negotiations. The selection in such cases shall be at the sole discretion of ULB.

3.26. ULB reserves the right to reject any Proposal, if:

- a. At any time, a material misrepresentation is made or discovered or
- b. The bidder does not respond promptly and diligently to requests for supplemental information required for the evaluation of the Proposal.
- c. The bidder has brought in any pressure or influence on any of the municipal authorities or the government for favouring his bid for selection.

3.27. In the event of acceptance of the Preferred Bidder with or without negotiations, ULB shall declare the Preferred Bidder as the Successful Bidder. ULB will notify the Successful Bidder through a Letter of Award (LoA) that its Proposal has been accepted.

3.28. The Successful Bidder shall execute the Agreement within [*insert the number of weeks*] of the issue of LoA or within such further time as ULB may agree to in its sole discretion.

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3.29. The Successful Bidder shall also furnish Performance Security by way of an irrevocable Bank Guarantee, issued by a nationalised scheduled bank located in India in favour of *[insert name]*, *[insert the name of the ULB]* as required under the Agreement.

3.30. Failure of the Successful Bidder to furnish the performance guarantee within the given time _____ shall constitute sufficient grounds for the cancellation of the LoA, and foregoing the EMD. In such an event, ULB reserves the right to

a. either invite the next lowest Bidder for negotiations

or

b. Take any such measures as may be deemed fit in the sole discretion of ULB, including annulment of the bidding process.

3.31 Notwithstanding anything contained in this RFP, ULB reserves the right to accept or reject any Proposal, or to annul the bidding process or reject all Proposals, at any time without any liability or any obligation for such rejection or annulment, without assigning any reasons thereof.

Appendix-A: Scope of Work

1. A Micro Pocket is an area within a municipal ward with clearly identified boundaries (roads, streets, lanes and by lanes) as defined and determined by the ULB. A ward may have one or more micro pockets. Each residential micro pocket contains:
 - 300 to 350 waste generating units which are households, shops, vendors and places of public gathering and utility situated within that residential area.
 - A household is any type of housing structure, slum pocket, and multi-floor housing complexes containing less than 20 residential units (**Note:** Multi-floor housing complexes, Apartments of more than 20 residential units are NOT part of the scope of this tender.)
 - Main and Arterial Roads, wherever they are adjoining the micro pockets will also become part of that micro pocket for executing the specified works.
 - Similarly, the shallow surface drains, situated on the main and arterial roads will also become part of that micro pocket for executing the specified works.
 -

(Note: See the Table 1 in Section 1 above, indicating the name, identification number, and boundaries with the names of roads, streets, lanes and by lanes, starting and end points, and collection timings for those Micro Pockets for which this tender is called for.)

2. The undermentioned activities are to be carried out as indicated in a Micro Pocket – residential areas, roads, streets, lanes and bi-lanes situated within the specified micro pocket.
 - a. Gate-to-gate collection of source segregated solid waste (wet-organic; dry-inorganic; and domestic hazardous separately) at the gates / doors of the households, shops, vendors and places of public utility. – Daily
 - b. Manual sweeping of roads, streets, footpath, pavements, bus shelters that are located within the jurisdiction of the specified residential micro pocket and removal of any litter and animal carcasses - Daily
 - c. Cleaning of street and road side surface drains and removal of garbage, litter and silt from the surface drains – Daily
 - d. Disinfectant spraying, shrubs cutting, removing earthen heaps, vector control activities and / or any other sanitation activities listed, in the frequency specified by the ULB.
 - e. Transportation of the collected wastes from all the above activities, by suitable means of transportation at the micro pocket and at the transfer points to the designated locations. – Daily
 - f. During the transportation, after collection of solid waste and the swept material, multiple manual handling should be avoided. The waste should be directly transferred from one vehicle to another without tipping the waste on to the road and lifting again.

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Gate-to-Gate Solid Waste Collection and Primary Transportation

1. The waste generators in the micro pocket are expected to do source segregation and handover the wastes to the Public Health Workers (Even the contractor's staff shall be known a PH workers) in three separate categories, viz.,
 - a. biodegradable organics (should be handed over in a bin or suitable container **and not in a plastic carry bag**,
 - b. dry recyclable materials (can be handed over in a bin or suitable container, and
 - c. household hazards (diapers and sanitary pads should be wrapped in old newspapers preferably marked as "X"),

This waste should be given to the PH workers at the time schedules specified by the ULB. To this effect, the ULB and the department of MAUD will undertake extensive awareness creation and IEC activities. The ULB will adopt suitable enforcement measures to ensure that the waste generators adhere to specified rules.

2. The public health workers (engaged by the successful bidder) are required to collect biodegradable organics, dry inorganic recyclables and household hazards, on a daily basis at the prescribed time for the micro pocket, in their pushcart, or tricycle or a battery operated vehicle. The wet organic, dry inorganic and household hazards should be collected, transported and disposed separately and PH workers who resort to indiscriminate mixing will be penalised along with the contractor.
3. As quite a lot of behaviour change is required from the citizen and the house holders to follow the specified practices, the Sanitation Workforce needs to politely tell the wastes generators to follow the waste separation practice and accept wastes from only those who follow the specified rules. The identities of those who continuously fail to follow the waste separation practice should be communicated to their respective supervisor of the micro pocket for levying, collecting penal charges and taking punitive action.
4. Once the materials are collected from the household they become municipal solid waste and is the property of the ULB and should be transported and handed over to the designated place specified by the ULB.

Roads, Street Sweeping, Litter Picking, Surface Drains Cleaning, Disinfectant spraying, Vector Control and other Sanitation activities

- i. The sweeping of all the streets, footpaths, pavements and care shall be taken that the sweeping activity does not hinder traffic movement on the roads.
- ii. All the litter thrown on the roads, streets, foot paths, pavements, bus shelters, foot / road over bridges and all such paved and unpaved public utility areas, shall be picked up, separately carried and transported to the designated places
- iii. Cleaning of shallow surface drains / mouth of shoulder drains shall be done in the micro pocket including the adjoining main roads on a daily basis or as indicated in Table 1.

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- iv. All the weeds and shrubs on the streets, footpaths, pavements and near the drains shall be uprooted on a regular basis as per the given micro pocket plan.
- v. Similarly earthen heaps and any dead animals are also to be removed and transferred on the same day to the appointed points / locations.
- vi. Disinfectant spraying shall be carried out only on the surface areas cleared off waste black spots (infected spots due to waste accumulation in open heaps) and hot spots (open urination/defecation spots) and not along the road borders unnecessarily.
- vii. Vector control activities like anti-larvae spraying fogging etc., are also to be carried out in the micro pocket as specified by the ULB.

Workforce and Material Requirements

1. The necessary number and types of workforce and the quantities of transport, tools & tackles and conservancy materials are given below in Tables -1 and 2 below. All these requirements are to be met as per the quality conditions indicated and maintained at all times.
2. The bidder is fully responsible for deploying required number the Sanitation Workforce and replacements to accommodate absenteeism. At scheduled timings, the required number of sanitation workforce (contractor's PH Workers) should be available in the field. The bidder is also fully responsible for the operations and maintenance of the equipment and vehicles and should meet all recurring costs of operations, maintenance and repairs.

Supervisory Requirement:

1. The sanitation workforce (PHW's) allotted to each Micro Pocket needs to be supervised on a daily basis by an appointed Supervisor. There should be a minimum of one supervisor per election ward and if required more in case the number of micro pockets are above 10 in that election ward. He / She is required to maintain all the daily records such as i) attendance of the sanitation workforce, (ii) % of door to door collection and coverage, (iii) % of source segregation (iv) approximate amount of waste collected on daily basis in each micro pocket. He / she is also responsible for store keeping of the tools, tackles and conservancy materials as given in the Table - 3 below. These conservancy materials are required to be used regularly and this activity should be regularly monitored both by the appointed staff of the contracted bidder and the sanitary inspector of the ULB. The PH officials of the ULB will conduct surprise checks and verify the works and the corresponding records at regular frequency and report to the municipal commissioner for necessary action.

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Table 1: Rationalized Norms for Manpower Deployment

Manpower Allocation

2 PH Workers for each Residential Area Micro Pocket

3 PH Workers in each Micro Pocket which includes main Road Sweeping and Drains Cleaning Activities also. (The additional worker is allotted for sweeping and mopping of a range of 250 to 300 meters length of the main and arterial roads , and cleaning of drains in that stretch)

Note: While planning the manpower strength, assuming certain level of absenteeism on any day, the bidder should plan for reserve work force to ensure that on any day, the micro pocket activities should be attended to by the required number of workers. In case, if workers are found to be absent, the amount equivalent to the daily wages of the worker will be deducted from the monthly payments to the contractor.

Table 2: Rationalized Norms for Collection and Transportation Vehicles

Primary Collection and Transportation (from household to transfer point)

- Push Carts / Tricycles - 1 Each per Micro Pocket, for primary collection
- 6-8 number of 60-80 liter HDPE waste bins with lid to each of the push cart / tricycle for collecting source segregated waste. (The push carts / tricycles should be of such a design that the workers will be able to push them with ease with fully filled bins. The floor of the push carts / tricycles should be at such height from the road to enable lifting off the fully filled bins for loading the waste into the secondary transportation vehicle. These bins are necessary for directly transferring the waste from the push carts / tricycles to the secondary transportation vehicles **(Note:** Multiple times manual handling of the waste by tipping the waste on to the road and lifting again should be avoided, as this method creates unhygienic conditions on the streets / roads and increases worker efforts)
- 2 number of poly ethylene tarpaulin (80 liters) bags for collecting source separated dry recyclable waste.
- Debris, drain silt, road dust, and other inerts should be collected in separate vehicle (other than the vehicle for wet and dry waste collection) at a separate time to avoid mixing of the silt waste with wet organic and dry recyclable waste.
- In the cases where Micro Pocket / Ward streets are wide enough for the movement of 3 / 4 wheeler motorized vehicles, these vehicles can be used for primary collection. In this case, these vehicles are required to serve more than one micro pocket / ward depending on the route length and waste volumes required to be covered.
- However to mitigate pollution and achieve fuel cost efficiency, it is advised that the contractor deploy battery operated autos for primary collection depending on the prevailing street / road conditions.

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- In the case of all motorized vehicles, based on the volume of the carrying container, the container is to be permanently partitioned with metal separators (welded to the container) in the ratio of 80% (for wet waste) and 20% (for dry high value recyclables

Secondary Transportation Vehicles (for transporting the collected wastes from the primary collection vehicles to the designated transfer stations / storage yards, as planned in the ULB)

Battery Operated Autos (BOA) / Light commercial vehicles (LCV) / Tractor Trailers / Tippers / Heavy Loaders / Compactors

- These vehicles should be used in an optimized manner to cover services to a cluster of Micro Pockets / Wards.
- To ensure 100% coverage of the allotted area, the primary collection vehicles (waste collectors) are expected to make two or three trips in their micro pockets to collect the solid waste and transport it to the transfer points.
- The success of the micro-pocket management depends on proper transfer without the waste touching the ground and multi-handling and avoiding the bin system, as the bin system is inefficient and gives possibility for the residents to dump mixed waste in and around the bins. The wastes get strewn around and also overflow from the bins causing very unsanitary conditions.
- A suitable route planning (for secondary transportation) should be done for directly transferring the waste from the primary collection vehicle (push cart/ tricycle/ autos) into the secondary transportation vehicle.
- For each Micro Pocket and Ward, transfer points and timings at which the secondary transportation vehicle can arrive at the transfer points are to be identified and planned. This plan should be submitted by the bidder, and this plan will be an important section in the final contract agreement. The micro pocket workers need to synchronize their reporting at the transfer point at fixed timings to transfer the waste into the secondary transportation vehicle.
- The secondary transportation routes are to be planned to suit collection of waste from the adjoining micro pockets also to optimize the route plan and vehicle utilization.
- Arrangements for electronic weighing machines are to be made in the transportation vehicle, so that the waste collected from the micro pockets will be weighed for each round of transfer and data recorded by the driver / loader and the responsibility for this activity should be fixed.
- ULB will organize Nagara Deepikas to accompany the micro pocket collection vehicle, who will ensure that the weighment is done and the data recorded correctly. Equivalent penalty will be levied on the contractor on monthly basis, for failure to collect the waste in a separated manner and meeting the quantity requirements in the specified manner.
- The secondary transportation vehicles are to be planned to ensure that they make 2 trips to collect the solid waste (both wet and dry in separate partition) and 1 trip to collect drain silts and road sweeps.

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- The required number of vehicles should be suitably planned for each circle and the contractor's supervisor / contractor will be responsible for ensuring deployment of assured number of vehicles.

Tools & Tackles	NOs.	Tools & Tackles	NOs.
Plastic Bins(60 – 80 Lts) (‘Plastic Dabbalu’)	8	Rakes for Scrapping (‘Rekulu’)	6
Tubs (15 – 25 Lts) (‘Gumpa’)	4	Sickle (‘Kodavali’)	2
Hand Spades 9” (‘Chethi Para’)	3	Axe (‘Goddali’)	1
Drain Spades 6” (‘Kalva Para’)	3	Crowbar (‘Palugu’)	1
Drain Spades 12” (‘Kalva Para’)	2	Heavy Knives (‘KommaKathhulu’)	1
Long Handle Forks (‘Dantenalu’)	1		

Conservancy Materials	Quantity /Month
<p>Disinfectant Spraying with Lime Powder / bleaching powder(calcium hydroxide) with required mix of chlorine</p> <p>Currently, large quantities of lime powder / bleaching powders are sprayed along the road borders during VIP visits, whereas bleaching powder should be used in minimum quantities to treat blackspots (open heaps) and hot spots (open urination/defecation spots) after cleaning. Waste heaps should be avoided by reducing multi-manual handling methods, which in turn will reduce need for bleaching power spraying. Preventing open urination / defecation will further reduce use of disinfectant spraying indiscriminately.</p>	10-12 kg per month
Vector Control: Spraying Abate-Temophos monthly 5 ml :20 Liters water:	2 Liters per month
<p>Vector Control -Anti-larvae oil Monthly</p> <p>Note: Monsoons and Post-monsoon seasons are the peak times for mosquito breeding requiring more focused care for anti-larval and adult mosquito fogging. Day-time fogging with handheld machines in resting places under culverts should be done regularly</p>	25 Liters
At the ward level, one number each of Mosquito Sprayer and Fogging Machine needs to be used	

Performance Monitoring

1. The performance of the contractor will be regularly monitored by the ULB officials by periodical supervision, and data capturing by electronic and manual methods on the parameters given in Table-5 below. The table also gives the formula for levying penalties and contract termination.
2. Continuation of the bidders' work package contracts are fully subject to the condition that the required performance conditions are met all the time. In the event of failure to meet these conditions to the expected satisfactory conditions, the contract will be terminated as per the contract agreement conditions.

Request for Proposal for Residential Micro-Pockets Management, Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

Table 5: Service Level Performance Indicators (KPIs) for Micro-Pocket Management and Formula for Penalties and Contract Termination				
Key Performance Indicators	Field Evidence	Service Level	Weight age	Formula for Levying Penalties and Contract Termination
Coverage	100% collection coverage daily is the key to prevent indiscriminate littering & disposal - Providing collection service at least 6 out of 7 days is a top priority	100%	20%	<ul style="list-style-type: none"> Daily Performance will be recorded and service failure (deviation from the benchmark levels) will be calculated on monthly basis Formula for levying monthly penalties from the payment of monthly contractor premium <p>Penalty to be levied :</p> <p>= (Monthly Contractor Premium X Weightage of the Indicator) X % of Service Failure</p> <p>Illustration for Failure in Coverage Indicator</p> <p>(Rs. 2,00,000 X 35%) X 10% = Rs. 7,000</p> <p>Termination Condition :</p> <p>Continuous failure to achieve 80% satisfaction in all the indicators, subsequently for three months will result in termination of contract with a notice period of one month.</p>
Segregated Collection - Weighment at Micro Pocket Transfer Point and at the Designated Place	Collection of the dry and wet waste in the quantities within the range as per specified by the ULB (to ensure that the coverage targets are achieved fully)	80% (80% Wet 20% Dry)	20%	
Dust free and litter free roads, Free flow drains without chocking	Sweeping for removal of dust creates clean and aesthetic look to the ULB and is a top priority Manual Collection of Litter at regular intervals and sweeping of pavements, Road margins, Bus Stops, FOBs, Subways and areas where mechanical sweeping is not possible.	80%	10%	
Citizen Complaints & Resolution Within 24 hours	Complaint and redressal reports	90 %	10%	
Payment of Salary, PF, ESI, Protective Wears and One day Weekly Off	Payment receipts	100%	20%	
Worker and Supervisor Absenteeism	100% attendance of allotted manpower is a priority as there is provision for reserve PHWs	100%	10%	
Social Audit / IVRS Satisfaction Levels	Audit Reports, IVRS reports	90%	10%	

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Request for Proposal for Residential Micro Pockets Management, Manual Sweeping of Main
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Appendix –B

ULB base maps indicating ward No. and boundaries

showing all micro pocket No. and boundaries,

(Street view with area names and landmarks and boundaries should be clear)

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Request for Proposal for Residential Micro Pockets Management,
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Annexures (1 to 7

Formats to be used by the Bidder for submitting the Proposal

Annexure -1

Covering Letter

(On the Letter-head of the Bidders)

Date:

To: *[Insert name and address of ULB Official]*

Sub: Submission of Bid for Work Package No. _____ for Sanitation and Solid Waste Handling in the
respective Micro Pockets of the work package.

Ref: Your Notification No. _____ dated _____

Sir/Madam,

Being duly authorised to represent and act on behalf of myself / agency:
(hereinafter referred to as "the Bidder"), and having reviewed and fully understood all of the
Proposal requirements and information provided and collected, the undersigned hereby
submits the Proposal on behalf of *(Name of Bidder)* for the Work Package No(s).....

We here submit Two sets- **one (1) original** and **one (1) copy**, with the details as per the
requirements of the RFP, for your evaluation.

We confirm that our Proposal is valid for a period of _____ calendar months from *[insert
Proposal Due Date]*.

Yours truly,

For and on behalf of *(Name of Bidder)*

Duly signed by the Authorised Signatory of the Bidder

(Name, Title and Address of the Authorised Signatory)

Request for Proposal for Residential Micro Pockets Management,
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Annexure -2

Details of Bidder

(On the Letter Head of the Bidder)

1. (a) Name of Bidder
(b) Address of the office(s)
(c) Date of incorporation and/or commencement of business

2. Brief description of the Bidder's main lines of business.

3. Details of individual(s) who will serve as the point of contact / communication for ULB with the Bidder :
 - (a) Name :
 - (b) Designation :
 - (c) Company/Firm :
 - (d) Address :
 - (e) Telephone number :
 - (f) E-mail address :
 - (g) Fax number :
 - (h) Mobile number :

4. Name, Designation, Address and Phone Numbers of Authorised Signatory of the Bidder
 - (a) Name :
 - (b) Designation :
 - (c) Company/Firm :
 - (d) Address :
 - (e) Telephone number :
 - (f) E-mail address :
 - (g) Fax number :
 - (h) Mobile number :

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Annexure -3

Anti-Collusion Certificate

I / We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, I / we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

I / We hereby certify and confirm that in the preparation and submission of our Proposal, I / we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

I / We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant Proposal.

I / We further acknowledge that in any later date, if it was found that I / we indulged in any of the corrupt activities mentioned in "Prevention of Corruption Act 1988", the ULB has the right to take necessary legal action.

Dated thisDay of, 2015

.....
(Name of the Bidder)

.....
(Signature of the Bidder / Authorised Person)

.....
(Name of the Authorised Person)

Note: This Certificate is to be notarized

Request for Proposal for Residential Micro Pockets Management,
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Annexure -4

Proof of Eligibility

Details of Experience

The Bidder should furnish the details of eligible experience as set out below:

Sl. No.	Qualification Criteria	Details of the Work Executed	Documentary Proofs Such as Work Orders, Agreements, work Completion Certificate etc.
1	Door-to-door collection of municipal solid waste from the waste generators and transfer to designated points / locations	<i>(Bidder needs to write the details)</i>	<i>(mention the names of documents attached)</i>
2	Regular cleaning / sweeping of streets, cleaning of drains and vector control Activities.	<i>(Bidder needs to write the details)</i>	

C. Financial Capability

The Bidder shall submit a Solvency Certificate from an auditor for an amount of Rs. *[insert amount]* [*Rupees (insert amount in words)*].

- D.** Financial Offers of only those Bidders who qualify as per the above parameters, would be opened.

¹ Without fail, copies of the documents mentioned here should be enclosed with the proposal

Annexure -5

Undertaking for Maintenance of Fair Labor Practices

(Note: This undertaking should be on ₹100 bond paper duly notarized.)

I / We undertake to engage the workers, notified by the ULB (*mention the name of the ULB*) for the works given under this contract.

I / we undertake to follow fair labour practices as per the Acts, Rules applicable in the State of Andhra Pradesh, for labour engagement, and indemnify the ULB from any labour encumbrances for the workforce employed in our rolls for executing the works awarded to me/ us through this RfP.

I / we further undertake that the following conditions will be maintained by us, failure of which may make the award of contract terminated by the ULB, with duly pointing out the lapses.

I/we undertake to make payment of monthly wages on or before the specified dates, of the month and also remit the PF and ESI subscriptions on or before the specified dates.

I/we undertake to submit payment receipts in original for payment of wages, PF and ESI remittances for claiming the monthly payments for our services.

I/We undertake that we shall not use any fraudulent methods to subvert the worker payments and their lawful entitlements and we understand any such practices found and proven will make our contract terminable.

I / we shall maintain the following registers and, submit reports as per relevant Labour Laws and Rules.

- i. Register of sanitary workforce employed for this work packages
- ii. Muster roll, Register of wages deduction and Over-time registers in the forms prescribed.
- iii. Issue of wage slip one day in advance of payment of wages.
- iv. Issue of employment card in form XIV of the relevant Rules.
- v. Submission of half-yearly returns by 30th June and 31st December to Labour Department and Principal Employer.
- vi. Provision of health and welfare measures, such as crèches and first-aid facilities
- vii. My / our office shall be registered under Andhra Pradesh Shops and Establishment Act, 1988.

13115

Request for Proposal for Residential Micro Pockets Management,
Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

Annexure -6

Financial Offer for the Project

ORIGINAL

Date:

The Commissioner / Chief officer,

[Insert address of ULB]

Sub: Financial Bid for Work Packages No(s) for Sanitation and Municipal
Solid Waste Handling in the respective Micro Pockets.

Ref: Your Notification No. _____ dated _____

Sir/Madam,

Having gone through this RFP document and having fully understood the Scope of Work for the Project as set out by ULB in the RFP, I / we are pleased to inform that I / we would charge the following amounts for handling all the activities referred in this RFP.

Financial Bid Details ²			
1. No. of personnel planned to be deployed for the entire Work Package			
Items	Number	Monthly Emoluments including Wages, Statutory Payments and other Welfare Benefits	Service Charges as % of the value
Field Workers			
Supervisory and Managerial Staff			
Total			
2. No. of Vehicles Tools and Implements Planned to be deployed for the Work Package			
Item Wise List	Quantities	Monthly Usage Charges	Service Charges as % of the value
Total			
3. Quantities of Conservancy Materials Planned to be used (per month)			
Item Wise List	Quantities	Monthly Usage Charges	Service Charges as % of the value
Total			

² The bidder may add as many items, as he/she / they want to provide for the services with right quantities and the monthly usage charges and service charges as given in the table. The rows in this table can be added suitably to provide as much detail as required by the bidder.

³ The bidder should attach a detailed transportation plan along with the routes, schedule and types of vehicles as per which he plans the secondary transportation.

13116

Request for Proposal for Residential Micro Pockets Management,
Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

I / we have reviewed all the terms and conditions of the Request for Proposal including the Draft Agreement and would undertake to abide by all the terms and conditions contained therein. I / we hereby declare that there are, and shall be, no deviations from the stated terms in the RFP Document.

Yours faithfully,

For and on behalf of (*Name of Bidder*)

Duly signed by the Authorised Signatory of the Bidder

(Name, Designation and Address of the Authorised Signatory)

Signature of the Issuing Authority / ULB Representative

(Note: The RFP issuing authority (ULB) should sign both Original & Copy financial formats before issuing RFP document and financial offers should be obtained on these formats only)

13117

Request for Proposal for Residential Micro Pockets Management,
Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

Annexure -7

**Financial Offer for the Project
COPY**

Date:

The Commissioner / Officer,

[Insert address of ULB]

Sub: Financial Bid for Work Packages No(s) for Sanitation and Municipal
Solid Waste Handling in the respective Micro Pockets.

Ref: Your Notification No. _____ dated _____

Sir/Madam,

Having gone through this RFP document and having fully understood the Scope of Work for the Project as set out by ULB in the RFP, I / we are pleased to inform that I / we would charge the following amounts for handling all the activities referred in this RFP

Financial Bid Detail²			
1. No. of personnel planned to be deployed for the entire Work Package			
Items	Number	Monthly Emoluments including Wages, Statutory Payments and other Welfare Benefits	Service Charges as % of the value
Field Workers			
Supervisory and Managerial Staff			
Total			
2. No. of Vehicles Tools and Implements Planned to be deployed for the Work Package			
Item Wise List	Quantities	Monthly Usage Charges	Service Charges as % of the value
Total			
3. Quantities of Conservancy Materials Planned to be used (per month)			
Item Wise List	Quantities	Monthly Usage Charges	Service Charges as % of the value
Total			

² The bidder may add as many items, as he/she / they want to provide for the services with right quantities and the monthly usage charges and service charges as given in the table. The rows in this table can be added suitably to provide as much detail as required by the bidder.

³ The bidder should attach a detailed transportation plan along with the routes, schedule and types of vehicles as per which he plans the secondary transportation.

13118

Request for Proposal for Residential Micro Pockets Management,
Manual Sweeping of Main Roads, Litter Picking and Drains Cleaning

I / we have reviewed all the terms and conditions of the Request for Proposal including the Draft Agreement and would undertake to abide by all the terms and conditions contained therein. I / we hereby declare that there are, and shall be, no deviations from the stated terms in the RFP Document.

Yours faithfully,

For and on behalf of (*Name of Bidder*)

Duly signed by the Authorised Signatory of the Bidder

(Name, Designation and Address of the Authorised Signatory)

Signature of the Issuing Authority / ULB Representative

(Note: The RfP issuing authority (ULB) should sign both Original & Copy financial formats before issuing RFP document and financial offers should be obtained on these formats only)

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

MA & UD Department - Sanitation and Solid Waste Management - Implementation of Operational Guidelines for Solid Waste Management issued in G.O.Ms.No.279, MA&UD (B2), Dt.31-12-2015 - Setting up a Project Management Unit (PMU) in the O/o. the Director of Municipal Administration for training and handholding ULBs for implementing the Guidelines - Proposal of the Center for Good Governance, Hyderabad, to take up setting up the Project Management Unit - Accepted - Orders issued.

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (B2) DEPARTMENT

G.O.MS.No. 86

Dated: 11-04-2016

Read the following:

1. G.O.Ms.No.279, MA&UD (B2) Dept., Dt.31-12-2015.
2. From the DMA, A.P., Hyd. Lr.Roc.No.13709/2015-M3, Dt.13-01-2016.
3. Govt. Lr.No.111142/B2/2015, Dt.21-1-2016.
4. From the Director General, CGG, Lr.No.CGG/KNW-UM/DIR4/07/PMU SWM MAUD AP/2015-2016, Dt. -3-2016.
5. From the DMA, A.P., Hyd. Lr.Roc.No.13709/2015-M3, Dt.29-03-2016.

&&&

ORDER:

In the G.O. 1st read above, orders were issued on Operational Guidelines for Micro Planning, Work Rationalization and Outsourcing of Work Packages for Uniform Implementation by all Urban Local Bodies.

2. In the reference 2nd read above, the Director of Municipal Administration has furnished proposal for setting up a Project Management Unit (PMU) in the office of the Director of Municipal Administration for capacity building and handholding the ULBs to implement the guidelines diligently and requested to address the Centre for Good Governance in the matter.

3. In the reference 4th read above the Centre for Good Governance has furnished proposals and in the reference 5th read above, the Director of Municipal Administration has recommended the proposal subject to the deliverables by the Centre for Good Governance, Hyderabad, against each instalment of the payment, as per the schedule proposed by them, in the Financial Proposal submitted and these project deliverables by the Centre for Good Governance, Hyderabad, will be specified by the Director of Municipal Administration, AP, Hyderabad, and will be recorded in the MoU to be entered into with them by the Government/Director of Municipal Administration and the expenditure can be met from the funds provided to Swachh Andhra Corporation under the components of uniform Training, capacity building by Swachh Bharat Mission, Government of India, as ordered in the above Government orders at para No.3.53 or from out of IES/CB funds available, if any with Directorate of Municipal Administration.

4. Government after examination of the matter hereby accept the proposal furnished by the Director General, Center for Good Governance vide

13120

reference 4th read above, by meeting the expenditure from the funds provided to Swachh Andhra Corporation under the components of uniform Training, capacity building by Swachh Bharat Mission, Government of India, or from out of IES/CB funds available, with the Directorate of Municipal Administration.

5. The Director of Municipal Administration, AP, Hyderabad/ the Director General, Center for Good Governance, AP, Hyderabad and the Managing Director, Swachh Andhra Corporation, AP, Hyderabad shall take necessary action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

R. KARIKAL VALAVEN,
PRINCIPAL SECRETARY TO GOVERNMENT.

To

The Director of Municipal Administration,
A.P. Hyderabad.

The Managing Director, Swachh Andhra Corporation,
A.P. Hyderabad.

The Director General, Center for Good Governance,
Road No.25, Jubilee Hills, Hyderabad - 500 033.

Copy to: The PS to Pri. Secretary to CM.

The OSD to M(MA).

The PS to Pri. Secretary (MA&UD).

//FORWARDED BY ORDER//

SECTION OFFICER

E - 345132 / 09 - sep - 16

13121 - 4 -

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

COMA - 12058/2/2016 -

MSEC - COMA

Sanitation & Solid Waste Management - Identification and engaging of consultants / agencies for designing State Level Strategy for Information Education Communication (IEC) activities and Uniform Implementation and Monitoring Behaviour Change Communication (BCC) activities in the ULBs in the State - Constitution of a Committee - Orders - Issued.



MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (B2) DEPARTMENT

G.O.Rt.No.507,

Dated:5-8-2016.

Read the following:

From the DMA, Lr.Roc.No.12057/4/2016-M, Dt.20.7.2016.

-000-

ORDER: 0300

In the reference cited the Director of Municipal Administration has submitted proposals to constitute a committee for Identification and engaging of consultants / agencies for designing State Level Strategy for Information Education Communication (IEC) activities and Uniform Implementation and Monitoring Behaviour Change Communication (BCC) activities in the ULBs in the State.

2. Government after examination of the proposal hereby constitute a Committee with the following members:

- | | |
|---|--------|
| 1. The Director of Municipal Administration | Member |
| 2. The Managing Director, Swachh Andhra Corporation | Member |
| 3. Mission Director, MEPMA | Member |

3. The Committee shall:

- Identify 3 or 4 core team of consultants / agencies from among the experienced and competent consultants
- M&E consultant
- Agency of CB
- Agency of IEBC and
- A regional agency for Institution and Capacity Building Activities & IEBC activities.

4. The Director of Municipal Administration, A.P. Guntur shall take further necessary action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

R. KARIKAL VALAVEN,
PRINCIPAL SECRETARY TO GOVERNMENT.

To.
The Director of Municipal Administration,
A.P. Gorantla, Guntur.
The Managing Director,
Swachh Andhra Corporation, AP, Hyderabad.
The Mission Director, MEPMA, AP, Hyderabad.
Copy to: The PS to Min(MA&UD).
The PS to Prl. Secretary, MA&UD.

//FORWARDED BY ORDER//

[Signature]
SECTION OFFICER

13122-5-

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Municipal Administration & Urban Development - Sanitation and Solid Waste Management - Committee constituted and consultants/agencies identified and engaged for designing State Level Strategy for Information Education Behaviour Change Communication (IEBC) activities and uniform implementation and Monitoring Behaviour Change Communication (BCC) activities in the ULBs in the State - Draft Request for proposal and Expression of Interest submitted by the Consultants/Agencies - Approved - Orders - Issued.

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (B2) DEPARTMENT

G.O.Rt.No.678,

Dated:29-11-2016.
Read the following:

1. G.O.L.No.507, MA & UD (B2), dated 05-08-2016.
2. From the Director of Municipal Administration, AP, Guntur file No.22057/4/2016-M3 Section, Dt.23.10.2016.
&&&

ORDER:

In the GO first read above, a Committee was constituted for identification and engagement of 3 or 4 core team of consultants/agencies, M&E Consultant, Agencies of CB & IEBC and a Regional Agency for Institution and Capacity Building Activities & IEBC activities for designing State level Strategy for Information Education Communication (IEC) activities and Uniform Implementation and Monitoring Behavior Change Communication (BCC) activities in the ULBs in the State.

2. In the reference second read above, the Director of Municipal Administration, AP, Guntur, has submitted, in order to process the identification and engagement of the Consultants/Agencies, draft RfPs informing that the draft RfPs and draft EoIs were prepared in consultation with experts in the field:

1. For Selection of Service Providing Agency for Design of State level Capacity Building Strategy (**Annexure-A**).
2. For Development of State level IEBC strategy, Institution Building, Material Design for Mass & Interpersonal Behaviour Change Communication, In Municipal Solid Waste Management [MSWM] for Andhra Pradesh [AP] (**Annexure-E**).
3. For Selection of Four [4] Regional Service Providing Agencies to Implement Capacity Building, Institution Building and IEBC activities in all ULBs, on Municipal Solid Waste Management [MSWM](**Annexure-C**)
4. Expression of Interest for setting up of State Capacity Building Information, Education and Behaviour Change Communication Mission Management Unit (SCIMMU) in office of the DMA (**Annexure-D**).

3. Further, the Director of Municipal Administration, AP, Guntur has also suggested in the said proposal the Honorariums and Other Allowances to the Resource Persons in Category-wise for Capacity Building / IEBC trainings and requested to issue orders on the following aspects also to take further course of action in the matter.

1. Approving the draft RfPs and EoIs submitted.
2. Permission to engage the services of RCUES for facilitating selection of the consultant by the committee in a transparent manner.
3. Permission to meet the expenditure from the IEBC component of 14th Finance Commission Grants.

13123

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4. Government after examination of the matter approve the said RfPs, along with the proposals mentioned in para (3) above.
5. Govt. also accord Permission to engage the services of RCUES for facilitating selection of the consultant by the Committee in a transparent manner and the Director of Municipal Administration, AP, Guntur, is hereby permitted to meet the expenditure from the IEBC component of 14th Finance Commission Grants.
6. The Director of Municipal Administration, AP, Guntur, shall take further necessary action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

R. KARIKAL VALAVEN,
PRINCIPAL SECRETARY TO GOVERNMENT.

To
The Director of Municipal Administration, AP, Gorantla, Guntur.
The Managing Director, Swachh Andhra Corporation, AP, Hyderabad.
The Mission Director, MEPMA, AP, Hyderabad.

Copy to:

The PS to Minister (MA&UD)
The PS to Principal Secretary, MA&UD.

// FORWARDED:: BY ORDER //


SECTION OFFICER.



13124

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

MA&UD Department- Exemption of Urban Local Bodies from following EPC mode for all the contracts of Maintenance of Sanitation and Solid Waste Management implemented as per G.O.Ms.No.279 guidelines, with the estimated value upto Rs.10 Crore and above; and raising the Tender premium from 5 % to 10 % in respect of sanitation works as per G.O.Ms.No.279, Dt.31-12-2015 - Approved - Orders - Issued.

MUNICIPAL ADMINISTRATION AND URBAN DEVELOPMENT (B2) DEPARTMENT

G.O.Ms.No.55,

Dated:06.02.2017.
Read the Following:

1. G.O.Ms No.279, MA&UD (B) Dept., Dt.31.12.2015.
2. From the DMA, A.P., Guntur, Lr.No.11137/2016/M3, Dt.08.12.2016.
3. From the DMA, A.P., Guntur, Lr.No.11137/2016/M3, Dt.08.12.2016.

ORDER:

M
The Director of Municipal Administration, A.P. in his letter 2nd read above, has stated that in order to provide improved levels of service delivery in the maintenance of sanitation and solid Waste Management Services in all the Urban Local Bodies in a standardized and systematic manner, Government have Issue detailed operational guidelines vide G.O.Ms.No.279, dated 31.12.2015.

2. The Director of Municipal Administration, A.P. has submitted proposals for exempting ULBs from following EPC mode in respect of all contracts of Maintenance of Sanitation and Solid Waste Management implemented as per guidelines issued in G.O.Ms.No.279, MA&UD Department, dated 31.12.2015 with the estimated value upto Rs.10.00 Crore and above and also to increasing of Tender Premium from 5% to 10% in respect of Sanitation Works undertaken as per G.O.Ms.No.279, dated 31.12.2015.

3. The Director of Municipal Administration, A.P. has also stated that, since the project is being reviewed by the GoAP, the outsourcing of work is required to be implemented on priority basis without time delays. The approach adopted for designing the project and the terms and conditions stipulated for the contractor meets the spirit and principles of EPC mode of tendering the contracts. Further, the project under consideration does not involve any material or asset transfer as it is in the purview of civil contracts. The DMA has stated that, It is necessary to exempt the ULBs from following EPC mode for contracts of maintenance of Sanitation and

13125

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Solid Waste Management being implemented as per guidelines issued in G.O.Ms.No.279, MA&UD Dated 31.12.2015, with estimated value upto Rs. 10.00 Crores and above.

4. In respect of increase of Tender Premium from 5% to 10% relating to Sanitation Works undertaken as per G.O.Ms.No.279, dated 31.12.2015, the DMA has stated that, though estimations were made following due procedures, the unit cost prices were fixed as obtained in the lowest price quotation. The work packages are initially planned to be outsourced for three years with a likely extension of another two years based on the performance results delivered by the Contracted Operator. The estimates are prepared on the basis of the current prices. As the tenders will be invited on lump sum cost basis for the total project of three years duration, no provision was made in the estimates for accommodating any increase in the costs of materials or fuel. Further, no provisions are made in the estimates allowing contractor to claim any increase in the payments for handling increased volumes of waste that is likely to increase as a result of growing urbanization. Considering the factors that the project cost estimates were made in a prudent manner and the sanitation and solid waste management is a priority focus area of the Government on work outsourcing the sanitation and solid waste management activities, there is a need to consider increasing of tender premium from 5 % to 10% on the estimates. Such increase will attract large organized agencies to take part in the bids and undertake the services, and consequently, the prime object of the Government to create neat, healthy and clean environment in the towns of the State, will be achieved.

5. The Director of Municipal Administration, A.P. has further stated that in order to expedite the works under UIDSSMT and JnNURM Government in GO.Ms.No.527, MA & UD Dept., Dt:25-07-2007, have enhanced the tender premium from 5% to 10% in respect of underground drainage works. He has also informed that in G.O. Rt. No. 1228, MA&UD Department Dated.28.08.2008, the Government permitted Vijayawada and Visakhapatnam Municipal Corporations to enhance the tender premium up to 10% for the Storm Water Drain Works under JnNURM on par with Under Ground Drainage Works.

6. The Director of Municipal Administration, A.P. has requested the Government to issue necessary orders on the above two proposals.

7. Government after careful examination of the matter have accepted the proposals of the Director of Municipal Administration and accordingly issue the following orders:

1. The ULBs are exempted from following the EPC mode for all contracts of maintenance of sanitation and solid waste management as per G.O.Ms.No.279, MA&UD Department, dated

13126

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31.12.2015, with an estimated value upto Rs.10.00 Crores and above; and

2. The ceiling of Tender premium is increased from 5% to 10% in respect of Sanitation works undertaken as per G.O.Ms.No.279, MA&UD Department, dated 31.12.2015.
8. The Director of Municipal Administration, A.P. Guntur, shall take necessary further action in the matter, accordingly.
9. This order issues with the concurrence of the Finance Department vide their U.O.No.44027/366/2016 dated 06-02-2017.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

R. KARIKAL VALAVEN,
PRINCIPAL SECRETARY TO GOVERNMENT.

To
The Director of Municipal Administration, A.P. Guntur.
All the Commissioners of the ULBs through DMA
The Managing Director,
Swachha Andhra Corporation, A.P. Vijayawada.

Copy to:

The ENC(PH), A.P. Tadepalli, Guntur District.
The Finance Department
The GA (Cabinet) Department.
The PS to Pri.Secretary to Hon'ble CM.
The OSD to Hon'ble M(MA&UD)
The PS to Pri.Secretary to CS.
The PS to Pri. Secretary to Govt., MA&UD Dept.
Sf/Sc.

// FORWARDED:: BY ORDER //


SECTION OFFICER.

**GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT**

Roc.No.11119/SWM/2016-M3,
Datéd 24-01-2017.

O/o. the Director of Municipal Administration,
Andhra Pradesh, Guntur.

:CIRCULAR:

Sub: MA&UD Dépt - APPCB – Solid Waste Management Rules, 2016 –
Responsibilities prescribed to stakeholders – Instructions issued –
Reg.

- Ref:
1. Solid Waste Management Rules, 2016.
 2. This office Circular Roc.No.6782/2016-M3, dated 13-06-2016.
 3. Lr.No.APPCB/HO/HYD/UH-II/2016, datéd - nil-, of the Member
Secretáry, APPCB, Hyderabad.
 4. Govt. Memó No.397955/B2/2016-1, MA, dated 23-11-2016.

<<>>

The attention of the Commissioners of all the Urban Local Bodies in the State is invited to the references 3rd & 4th cited (copies enclosed). In the reference 1st cited, the Ministry of Environment, Forest & Climate Change, GoI, has notified the Solid Waste Management Rules, 2016 in supersession of Municipal Solid Waste (Management & Handling) Rules, 2000, which shall apply to every Urban Local Body, outgrowth in Urban agglomerations, Census Towns, notified areas, notified industrial townships, etc., as notified by the State Government from time to time and every domestic, institutional, commercial and any other non-residential waste generators.

2. In the reference 2nd cited, while communicating the copy of the reference 1st cited, instructions were issued to all the Urban Local Bodies in the State to go through and take immediate action for implementation of the said Rules.

3. In Rule-15 of Solid Waste Management Rules, 2016, the duties and responsibilities of Local Authorities (Urban Local Bodies) are specified as follows:

Rule-15: Duties and responsibilities of local authorities of census towns and urban agglomerations: - The local authorities shall,-

- (a) prepare a solid waste management plan as per state policy and strategy on solid waste management within six months from the date of notification of state policy and strategy and submit a copy to respective departments of State Government or agency authorized by the State Government or Union territory Administration;
- (b) arrange for door to door collection of segregated solid waste from all households including slums and informal settlements, commercial, institutional and other non residential premises. From multi-storage buildings, large commercial complexes, malls, housing complexes, etc., this may be collected from the entry gate or any other designated location;
- (c) establish a system to recognize organizations of waste pickers or informal waste collectors and promote and establish a system for integration of these authorized waste-pickers and waste collectors to facilitate their participation in solid waste management including door to door collection of waste;

- (d) facilitate formation of Self Help Groups, provide identity cards and thereafter encourage integration in solid waste management including door to door collection of waste;
- (e) frame bye-laws incorporating the provisions of these rules within one year from the date of notification of these rules and ensure timely implementation;
- (f) prescribe from time to time user fee as deemed appropriate and collect the fee from the waste generators on its own or through authorized agency;
- (g) direct waste generators not to litter i.e throw or dispose of any waste such as paper, water bottles, liquor bottles, soft drink cans, tetra packs, fruit peel, wrappers, etc., or burn or bury waste on streets, open public spaces, drains, waste bodies and to segregate the waste at source as prescribed under these rules and hand over the segregated waste to authorized the waste pickers or waste collectors authorized by the local body;
- (h) setup material recovery facilities or secondary storage facilities with sufficient space for sorting of recyclable materials to enable informal or authorized waste pickers and waste collectors to separate recyclables from the waste and provide easy access to waste pickers and recyclers for collection of segregated recyclable waste such as paper, plastic, metal, glass, textile from the source of generation or from material recovery facilities; Bins for storage of bio-degradable wastes shall be painted green, those for storage of recyclable wastes shall be printed white and those for storage of other wastes shall be printed black;
- (i) establish waste deposition centers for domestic hazardous waste and give direction for waste generators to deposit domestic hazardous wastes at this centre for its safe disposal. Such facility shall be established in a city or town in a manner that one centre is set up for the area of twenty square kilometers or part thereof and notify the timings of receiving domestic hazardous waste at such centers;
- (j) ensure safe storage and transportation of the domestic hazardous waste to the hazardous waste disposal facility or as may be directed by the State Pollution Control Board or the Pollution Control Committee;
- (k) direct street sweepers not to burn tree leaves collected from street sweeping and store them separately and handover to the waste collectors or agency authorized by local body;
- (l) provide training on solid waste management to waste-pickers and waste collectors;
- (m) collect waste from vegetable, fruit, flower, meat, poultry and fish market on day to day basis and promote setting up of decentralized compost plant or bio-methanation plant at suitable locations in the markets or in the vicinity of markets ensuring hygienic conditions;
- (n) collect separately waste from sweeping of streets, lanes and by-lanes daily, or on alternate days or twice a week depending on the density of population, commercial activity and local situation;
- (o) set up covered secondary storage facility for temporary storage of street sweepings and silt removed from surface drains in cases where direct collection of such waste into transport vehicles is not convenient. Waste so collected shall be collected and disposed of at regular intervals as decided by the local body;
- (p) collect horticulture, parks and garden waste separately and process in the parks and gardens, as far as possible;
- (q) transport segregated bio-degradable waste to the processing facilities like compost plant, bio-methanation plant or any such facility. Preference shall be given for on-site processing of such waste;

- (r) transport non-bio-degradable waste to the respective processing facility or material recovery facilities or secondary storage facility;
- (s) transport construction and demolition waste as per the provisions of the Construction and Demolition Waste management Rules, 2016;
- (t) involve communities in waste management and promotion of home composting, bio-gas generation, decentralized processing of waste at community level subject to control of odour and maintenance of hygienic conditions around the facility;
- (u) phase out the use of chemical fertilizer in two years and use compost in all parks, gardens maintained by the local body and wherever possible in other places under its jurisdiction. Incentives may be provided to recycling initiatives by informal waste recycling sector.
- (v) facilitate construction, operation and maintenance of solid waste processing facilities and associated infrastructure on their own or with private sector participation or through any agency for optimum utilisation of various components of solid waste adopting suitable technology including the following technologies and adhering to the guidelines issued by the Ministry of Urban Development from time to time and standards prescribed by the Central Pollution Control Board. Preference shall be given to decentralized processing to minimize transportation cost and environmental impacts such as-
 - a) bio-methanation, microbial composting, vermi-composting, anaerobic digestion or any other appropriate processing for bio-stabilization of biodegradable wastes;
 - b) waste to energy processes including refused derived fuel for combustible fraction of waste or supply as feedstock to solid waste based power plants or cement kilns;
- (w) undertake on their own or through any other agency construction, operation and maintenance of sanitary landfill and associated infrastructure as per Schedule 1 for disposal of residual wastes in a manner prescribed under these rules;
- (x) make adequate provision of funds for capital investments as well as operation and maintenance of solid waste management services in the annual budget ensuring that funds for discretionary functions of the local body have been allocated only after meeting the requirement of necessary funds for solid waste management and other obligatory functions of the local body as per these rules;
- (y) make an application in Form-I for grant of authorization for setting up waste processing, treatment or disposal facility, if the volume of waste is exceeding five metric tones per day including sanitary landfills from the State Pollution Control Board or the Pollution Control Committee, as the case may be;
- (z) submit application for renewal of authorization at least sixty days before the expiry of the validity of authorization;
- (za) prepare and submit annual report in Form IV on or before the 30th April of the succeeding year to the Commissioner or Director, Municipal Administration, or designated Officer;
- (zb) the annual report shall then be sent to the Secretary -in-Charge of the State Urban Development Department or village panchayat or rural development department and to the respective State Pollution Control Board or Pollution Control Committee by the 31st May of every year;
- (zc) educate workers including contract workers and supervisors for door to door collection of segregated waste and transporting the unmixed waste during primary and secondary transportation to processing or disposal facility;

(zd) ensure that the operator of a facility provides personal protection equipment including uniform, fluorescent jacket, hand gloves, raincoats, appropriate foot wear and masks to all workers handling solid waste and the same are used by the workforce;

(ze) ensure that provisions for setting up of centers for collection, segregation and storage of segregated wastes, are incorporated in building plan while granting approval of building plan of a group housing society or market complex; and

(zf) frame bye-laws and prescribe criteria for levying of spot fine for persons who litter or fails to comply with the provisions of these rules and delegate powers to officers or local bodies to levy spot fines as per the bye laws framed; and

(zg) create public awareness through information, education and communication campaign and educate the waste generators on the following; namely:-

- (i) not to litter;
- (ii) minimize generation of waste;
- (iii) reuse the waste to the extent possible;
- (iv) practice segregation of waste into bio-degradable, non-biodegradable (recyclable and combustible), sanitary waste and domestic hazardous wastes at source;
- (v) practice home composting, vermi-composting, bio-gas generation or community level composting;
- (vi) wrap securely used sanitary waste as and when generated in the pouches provided by the brand owners or a suitable wrapping as prescribed by the local body and place the same in the bin meant for non-biodegradable waste;
- (vii) storage of segregated waste at source in different bins;
- (viii) handover segregated waste to waste pickers, waste collectors, recyclers or waste collection agencies; and
- (ix) pay monthly user fee or charges to waste collectors or local bodies or any other person authorized by the local body for sustainability of solid waste management.

(zh) stop land filling or dumping of mixed waste soon after the timeline as specified in rule 23 for setting up and operationalisation of sanitary landfill is over;

(zi) allow only the non-usable, non-recyclable, non-biodegradable, non-combustible and non-reactive inert waste and pre-processing rejects and residues from waste processing facilities to go to sanitary landfill and the sanitary landfill sites shall meet the specifications as given in Schedule-I, however, every effort shall be made to recycle or reuse the rejects to achieve the desired objective of zero waste going to landfill;

(zj) investigate and analyze all old open dumpsites and existing operational dumpsites for their potential of bio-mining and bio-remediation and wheresoever feasible, take necessary actions to bio-mine or bio-remediate the sites;

(zk) in absence of the potential of bio-mining and bio-remediation of dumpsite, it shall be scientifically capped as per landfill capping norms to prevent further damage to the environment.

4. It is specified under Rule-22 of the said Solid Waste Management Rules, 2016, that necessary infrastructure for implementation of these Rules shall be created by the Urban Local Bodies and other authorities concerned, as the case may be, on their own, by directly or engaging agencies within the time frame (annexed to this Circular).

5. In view of the above, the Commissioners of all the Urban Local Bodies in the State are hereby directed to:

- a) furnish their compliance reports with regard to implementation of certain sub-rules of Rule-15, i.e., Rule-15 (c), (e), (h), (i), (x), (y), (z) (zf), (zj) & (zk) in the following format through the RDMA's concerned:

Status report on implementation of certain sub-rules of Rule-15 of SWM Rules, 2016 in the ULBs of the State.			
Sl.No.	Name of the ULB	Rule-15 (c), (e), (h), (i), (x), (y), (z), (zf), (zj) & (zk) (separately)	Latest status on the action by the ULB

- b) furnish their Annual Reports in Form-IV prescribed under Rule-15 (za) of SWM Rules, 2016, to this office before 30th April, 2017, through their RDMA's concerned so as to submit them to the Government in pursuance of the Rule-15 (zb) of SWM Rules, 2016.

6. The Commissioners of all the Urban Local Bodies in the State are hereby once again directed to go through the Solid Waste Management Rules, 2016, and take immediate action for implementation of the provisions made in Rule-15 of the said Rules and as per timeframe given in Rule-22 of the said Rules without fail and report compliance.

7. All the Regional Director-cum-Appellate Commissioners of Municipal Administration in the State are requested to issue necessary instructions in this regard to the Commissioners of the ULBs of their respective Regions during the review meetings by making it as one of the Agenda items, collect the latest status reports within one week and Annual Reports before 30-04-2017 from the ULBs and furnish the consolidated compliance report in the above format to this office within one week through e-mail (msection86@gmail.com) and furnish the Annual Reports of all the ULBs on or before 30-04-2017 without fail.

8. Any failure or negligence in implementation of SWM Rules, 2016, will be viewed by the Government very seriously as the Hon'ble Nation Green Tribunal, New Delhi, has been issuing stringent directions in OA No.199 of 2014 from time to time w.r.t. to implementation of these SWM Rules, 2016.

Sd/ K. Kanna Babu,

DIRECTOR.

Encl: Time Frame

To

The Commissioners of all the Urban Local Bodies in the State.
Copy submitted to the Principal Secretary to Govt., MA&UD Department, GoAP, Guntur, for kind information.

Copy to the Member Secretary, AP Pollution Control Board, Hyderabad.

for Director of Municipal Admn.

TIME FRAME PRESCRIBED UNDER RULE-22 OF S.W.M. RULES, 2016, FOR IMPLEMENTATION OF THE SAID RULES.

Sl. No.	Activity	Time limit from the date of notification of rules
(1)	(2)	(3)
1	Identification of suitable sites for setting up solid waste processing facilities	1 year
2.	Identification of suitable sites for setting up common regional sanitary landfill facilities for suitable clusters of local authorities under 0.5 million population and for setting up common regional sanitary landfill facilities or stand alone sanitary landfill	1 year
3.	Procurement of suitable sites for setting up solid waste processing facility and sanitary landfill facilities	2 years
4.	Enforcing waste generators to practice segregation of bio degradable, recyclable, combustible, sanitary waste domestic hazardous and inert solid wastes at source,	2 years
5.	Ensure door to door collection of segregated waste and its transportation in covered vehicles to processing or disposal facilities.	2 years
6.	Ensure separate storage, collection and transportation of construction and demolition wastes	2 years
7.	Setting up solid waste processing facilities by all local bodies having 100000 or more population	2 years
8.	Setting up solid waste processing facilities by local bodies and census towns below 100000 population.	3 years
9	Setting up common or stand alone sanitary landfills by or for all local bodies having 0.5 million or more population for the disposal of only such residual wastes from the processing facilities as well as untreatable inert wastes as permitted under	3 years
10.	Setting up common or regional sanitary landfills by all local bodies and census towns under 0.5 million population for the disposal of permitted waste under the rules	3years
11.	Bio-remediation or capping of old and abandoned dump sites	5years

10-

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DRAFT UNDER PLASTIC WASTE MANAGEMENT RULES, 2016:

**GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT**

Roc.No.11119/PWM/2016-M3-2,
Dated 25-01-2017.

O/o. the Director of Municipal Administration,
Andhra Pradesh, Guntur.

:CIRCULAR:

Sub: MA&UD Dept - APPCB - Plastic Waste Management Rules, 2016 -
Responsibilities prescribed to stakeholders - Instructions issued - Reg.

- Ref: 1. Plastic Waste Management Rules, 2016.
2. This office Lr.Roc.No.6782/2016-M3, dated 22-06-2016.
3. Lr.No.APPCB/HO/HYD/UH-II/2016, dated - nil-, of the Member
Secretary, APPCB, Hyderabad.
4. Govt. Memo No.397955/B2/2016-1, MA, dated 23-11-2016.

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The attention of the Commissioners of all the Urban Local Bodies in the State is invited to the references cited (copies enclosed). In the reference 1st cited, the Ministry of Environment, Forest & Climate Change, GoI, has notified the Plastic Waste Management Rules, 2016 in supersession of Plastic Waste Management (Management & Handling) Rules, 2011, (Copy of the rules were already send to all ULBs) which apply to every plastic waste generators, local bodies, manufacturers, importers and producers and that these Rules stipulated that carry bags made of **Vergin or recycled plastic shall not be less than Fifty microns in thickness.** In the reference 2nd cited, the copy of reference 1st cited was communicated to all the Urban Local Bodies in the State.

2. The responsibilities of the Local Bodies specified in Rule-5, 6, 15 & 17 of the said Rules are as follows:

Rule-5 (b): "Local Bodies shall encourage the use of plastic waste (preferably the plastic waste which cannot be further recycled) for road construction as per Indian Road Congress guidelines or energy recovery or waste to oil, etc. the standards and pollution control norms specified by the prescribed authority for these technologies shall be complied with"

Rule-6:

1. Every local body shall be responsible for development and setting up of infrastructure for segregation, collection, storage, transportation, processing and disposal of the plastic waste either on its own or by engaging agencies or producers.

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2. The local body shall be responsible for setting up, operationalisation and co-ordination of the waste management system and for performing the associated functions, namely:-
 - a) ensuring segregation, collection, storage, transportation, processing and disposal of plastic waste;
 - b) ensuring that no damage is caused to the environment during this process;
 - c) ensuring channelization of recyclable plastic waste fraction to recyclers;
 - d) ensuring processing and disposal on non-recyclable fraction of plastic waste in accordance with the guidelines issued by the Central Pollution Control Board;
 - e) creating awareness among all stakeholders about their responsibilities;
 - f) engaging civil societies or groups working with waste pickers; and
 - g) Ensuring that open burning of plastic waste does not take place.
3. The local body for setting up of system for plastic waste management shall seek assistance of producers and such system shall be set up within one year from the date of final publication of these rules in the Official Gazette of India.
4. The local body to frame bye-laws incorporating the provisions of these rules.

Rule-12(3): Every local authority for the enforcement of the provision of these rules relating to waste management by waste generator, use of plastic carry bags, plastic sheets or like covers made of plastic sheets and multilayer packages.

Rule-15(3): The Local Body shall utilize the amount paid by the customers for the carry bags exclusively for the sustainability of the waste management system within their jurisdictions.

Rule-17(2): Every Local Body Shall prepare and submit an annual report in Form-V to the concerned Secretary-in-charge of the Urban Development Department under intimation to the concerned State Pollution Control Board or Pollution Control Committee by 30th June, every year.

3. In view of the above, the Commissioners of all the Urban Local Bodies in the State are hereby directed to furnish their action taken reports with regard to the implementation of the above Rules in the following format through the RDMA's concerned **within one week**:

13135

Sl.No.	Name of the ULB	Sub-rules and Rules to be mentioned separately	Action taken by the ULB

4. They are further directed to furnish their Annual Report in Form-V to their RDMA's concerned **before 20th of June, 2017.**

5. The Commissioners of all the Urban Local Bodies in the State are hereby once again directed to go through the Plastic Waste Management Rules, 2016, and implement the above said Rules without fail and report compliance.

6. All the Regional Director-cum-Appellate Commissioners of Municipal Administration in the State are requested to collect the compliance reports from their respective ULBs in the above format and furnish their consolidated information to this office **within one week** to this office through e-mail (msection86@gmail.com) without fail. They are further requested to obtain Annual Reports in Form-V prescribed under Rule-17 (2) from all their ULBs and furnish them through Special Messenger to this office **before 25th of May, 2017** without fail, enabling this office to submit to the Government.


**Sd/- K. Kanna Babu
Director**

To

The Commissioners of all the Urban Local Bodies in the State.
Copy submitted to the Principal Secretary to Govt., MA&UD Department, GoAP, Guntur, for kind information.

Copy to the Member Secretary, AP Pollution Control Board, Hyderabad.

//t.c.f.b.o//


for Director of Municipal Admn.


23/01/17

GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT

13136

Roc.No.11119/PWM/2016-M3,
Dated 25-01-2017.

O/o. the Director of Municipal Administration,
Andhra Pradesh, Guntur.

:CIRCULAR:

Sub: MA&UD Dept – Central Pollution Control Board – Submission of Annual Report on Plastic Waste Management by Urban Local Bodies to the State Pollution Control Board/Pollution Control Committee by 30th June, every year - Instructions issued - Reg.

- Ref:
1. Plastic Waste Management Rules, 2016.
 2. This office Lr.Roc.No.6782/2016-M3, dated 22-06-2016.
 3. From the Chairman, CPCB, MoEF&CC, GoI, Lr.DO No.CPCB/PWM/2016, dated 04-01-2017.
 4. Govt.Memo No.462234/B2/2017, MA, dated 23-01-2017.
 5. This office Circular Roc.No.11119/PWM/2016, dt. 25-01-2017

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The attention of the Commissioners of all the Urban Local Bodies in the State is invited to the references 2nd cited, wherein copy of Plastic Waste Management Rules, 2016, was communicated to all the ULBs in the State.

2. As per Rule-17(2) of Plastic Waste Management Rules-2016, every Local Body shall prepare and submit an Annual Report in Form-IV to the Government under intimation to the State Pollution Control Board of Pollution Control Committee concerned by 30th June, every year.

3. In the reference 3rd cited (copy enclosed), the Chairman, Central Pollution Control Board, has informed to the Government that it has been observed that the requirement of submission of Annual Report on Plastic Waste Management by the Urban Local Bodies under Rule-17(2) of PWM Rules, 2016, is not being met by many local bodies and requested the Government to issue necessary instructions to the ULBs to adhere to the Rules, failing which necessary action under law will have to be initiated against the defaulters, and further requested the Government to place this item on the Agenda of its meetings with Urban Local Bodies either monthly or quarterly. Therefore, the Government, via reference 4th cited (copy enclosed), have issued directions to issue instructions to the Commissioners of all the ULBs to prepare and submit Annual Reports as per the above Rule.

4. This is to further inform that the Government have proposed to convene a meeting on 27-01-2017 with the undersigned to review the matter.

5. Therefore, the Commissioners of all the Urban Local Bodies in the State are directed to:

- a) inform whether the Annual Reports as required under Rule-17(2) of Plastic Waste Management Rules, 2016, were submitted for the year 2016 to the Government and AP State Pollution Control Board or not.

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- b) **if submitted**, copies of the said reports should be submitted to this office through the RDMA concerned **within 2 (two) days** from the date of receipt of this Circular.
- c) **if not submitted**, they are directed to submit said Annual Reports as required under Rule-17(2) (Form-IV) of Plastic Waste Management Rules, 2016, to this office through the RDMA concerned **within (5) days** from the date of receipt of this Circular without fail.
6. All the RDMA are requested to obtain the above Annual Reports from their respective ULBs and furnish them to this office through Special Messenger **on or before 30-01-2017** enabling to submit to the Government.
7. Any negligence in the matter will be viewed seriously.

Sd/ K. Venkata Rami Reddy,
for DIRECTOR.

To

The Commissioners of all the Urban Local Bodies in the State.
Copy submitted to the Principal Secretary to Govt., MA&UD Department, GoAP,
Guntur, for kind information.

Copy to the Member Secretary, AP Pollution Control Board, Hyderabad.

K. Venkata Rami Reddy
for Director of Municipal Admn.

d.
25/01/17

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**GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT**

Roc.No.11119/C&DWM/2016-M3,
Dated 24-01-2017.

O/o. the Director of Municipal Administration,
Andhra Pradesh, Guntur.

CIRCULAR:

Sub: APPCB – Construction & Demolition Waste Management Rules, 2016 – Responsibilities prescribed to stakeholders – Instructions issued – Reg.

- Ref:
1. Construction & Demolition Waste Management Rules, 2016.
 2. This office Circular Roc.No.6782/2016-M3, dated 13-06-2016.
 3. Lr.No.APPCB/HO/HYD/UH-II/2016, dated – nil-, of the Member Secretary, APPCB, Hyderabad.
 4. Govt. Memo No.397955/B2/2016-1, MA, dated 23-11-2016.

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The attention of the Commissioners of all the Urban Local Bodies in the State is invited to the references cited (copies enclosed). In the reference 1st cited, the Ministry of Environment, Forest & Climate Change, GoI, has notified the **Construction & Demolition Waste Management Rules, 2016 (C&DWM Rules, 2016)** for proper management of construction and demolition waste in accordance with the provisions of the said Rules, seeking for detailed plans or undertakings as applicable from the generators of construction and demolition waste, chalking out stages, methodology and equipment, material involved in overall activity and final clean up after completion of the construction and demolition, seeking assistance from the authorities concerned for safe disposal of construction and demolition waste contaminated with industrial hazardous or toxic material or nuclear waste, if any, etc.

2. Under Rule-6 of C&DWM Rules, 2016, the duties of the Urban Local Bodies for implementation of the said Rules are specified as below:

Rule-6: Duties of Local Authority-The Local Authority shall,-

- (1) issue detailed directions with regard to proper management of construction and demolition waste within its jurisdiction in accordance with the provisions of these rules and the local authority shall seek detailed plan or undertaking as applicable, from generator of construction and demolition waste;
- (2) chalk out stages, methodology and equipment, material involved in the overall activity and final clean up after completion of the construction and demolition ;
- (3) seek assistance from concerned authorities for safe disposal of construction and demolition waste contaminated with industrial hazardous or toxic material or nuclear waste if any;
- (4) make arrangements and place appropriate containers for collection of waste and shall remove at regular intervals or when they are filled, either through own resources or by appointing private operators;
- (5) get the collected waste transported to appropriate sites for processing and disposal either through own resources or by appointing private operators;
- (6) give appropriate incentives to generator for salvaging, processing and or recycling preferably in-situ;

- (7) examine and sanction the waste management plan of the generators within a period of one month or from the date of approval of building plan, whichever is earlier from the date of its submission;
- (8) keep track of the generation of construction and demolition waste within its jurisdiction and establish a data base and update once in a year;
- (9) device appropriate measures in consultation with expert institutions for management of construction and demolition waste generated including processing facility and for using the recycled products in the best possible manner;
- (10) create a sustained system of information, education and communication for construction and demolition waste through collaboration with expert institutions and civil societies and also disseminate through their own website;
- (11) make provision for giving incentives for use of material made out of construction and demolition waste in the construction activity including in non-structural concrete, paving blocks, lower layers of road pavements, colony and rural roads.

3. In the reference 2nd cited, while communicating the copy of the reference 1st cited, instructions were issued by this office to all the Urban Local Bodies in the State to go through and take immediate action for implementation of the said Rules.

4. In view of the above, the Commissioners of all the Urban Local Bodies in the State are hereby directed to furnish their compliance reports in implementation of Rule-6 of C&DWM Rules, 2016 in the following format through their respective RDMA's:

Sl.No.	Name of the ULB	To mention the sub-rules 1 to 11 of Rule-6 of C&DWM Rules, 2016 (separately)	Action taken by the ULB

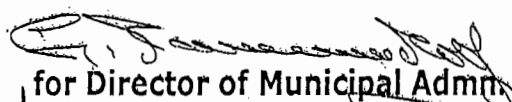
5. The Commissioners of all the Urban Local Bodies in the State are hereby once again directed to go through the Construction & Demolition Waste Management Rules, 2016, and implement the said Rules by following the responsibilities as specified under Rule-6 and as specified in Schedule-I given under Rule-7(1) of the said Rules without fail.

6. All the Regional Director-cum-Appellate Commissioners of Municipal Administration in the State are requested to issue necessary instructions to the Commissioners of the ULBs of their respective Regions during the Review Meetings and they are further requested to obtain the compliance reports from the ULBs and furnish their consolidated report to this office within one week without fail.

**Sd/ K. Kanna Babu,
DIRECTOR.**

To

The Commissioners of all the Urban Local Bodies in the State.
Copy submitted to the Principal Secretary to Govt., MA&UD Department, GoAP, Guntur, for kind information.
Copy to the Member Secretary, AP Pollution Control Board, Hyderabad.


for Director of Municipal Admn

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**GOVERNMENT OF ANDHRA PRADESH
MUNICIPAL ADMINISTRATION DEPARTMENT**

Roc.No.11119/eWM/2016-M3,
Dated 24-01-2017.

O/o. the Director of Municipal Administration,
Andhra Pradesh, Guntur.

:CIRCULAR:

Sub: APPCB - e-Waste (Management) Rules, 2016 - Responsibilities prescribed to stakeholders - Instructions issued - Reg.

- Ref: 1. E-Waste (Management) Rules, 2016.
2. Lr.No.APPCB/HO/e-Waste/2016, dated - nil-, of the Member Secretary, APPCB, Hyderabad.
3. Govt. Memo No.397955/B2/2016-1, MA, dated 23-11-2016.

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The attention of the Commissioners of all the Urban Local Bodies in the State is invited to the references cited (copies enclosed). In the reference 1st cited, the Ministry of Environment, Forest & Climate Change, GoI, has notified the e-Waste (Management) Rules, 2016 for to prevent menace on environment from indiscriminate disposal of e-waste. These Rules apply to every manufacturer, producer, consumer, bulk consumer, collection centers, dealers, e-retailer, refurbisher, dismantler & recycler involved in manufacture, sale, collection, storage and processing of e-waste or electrical and electronic equipment listed in Schedule-I given under Rule-3 of the said Rules. The responsibilities of Urban Local Bodies specified under Rule-24 and Schedule-IV given under Rule-17 are as follows:

- a) To ensure that e-waste if found mixed with Municipal Solid Waste is to be properly segregated, collected and is channelized to authorized dismantler or recycler.
- b) Shall ensure that e-Waste pertaining to orphan product is collected and channelized to authorized dismantler or recycler.

2. The Commissioners of all the Urban Local Bodies in the State are, therefore, directed to go through the e-Waste (Management) Rules, 2016, and implement the provisions laid down in Schedule-IV prescribed under Rule-17 of the said and report compliance. Copy of the cited Rules were already communicated to all the Municipal Commissioners of Urban Local Bodies.

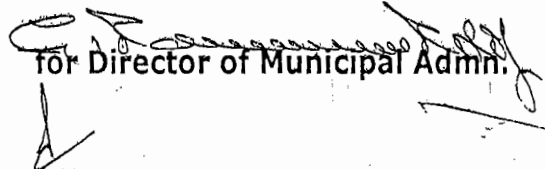
**Sd/ K. Kanna Babu,
DIRECTOR.**

To

The Commissioners of all the Urban Local Bodies in the State.

Copy submitted to the Principal Secretary to Govt., MA&UD Department, GoAP, Guntur, for kind information.

Copy to the Member Secretary, AP Pollution Control Board, Hyderabad.


for Director of Municipal Admn.

D. MURALIDHAR REDDY, IAS
Managing Director

SWACHHA ANDHRA
CORPORATION
MA&UD Dept., GoAP

Telefax : 0866 2456708

Email :
mdswachhandhra@gmail.com

URL : www.sac.ap.gov.in

#502 Vijaya Lakshmi Residency,
Beside of Govt. Hospital, ESI
Hospital Road, Gunadala,
Vijayawada-520004. A.P

Lr.No. SAC/COO/F.No. 26/2017, Date: 23/01/2017

To

The Waste developer: M/s. Jindal ITF, M/s. Essel, M/s. Envikare LLP.

Sirs,

Sub: Hon'ble National Green Tribunal - implementation of directions
- Action - requested - reg.

Ref: NGT orders, OA No. 199/2014.

With reference to the above, Hon'ble National Green Tribunal has issued orders on implementation of Solid Waste Management projects vide reference cited above. As per the direction no.4 of this order, Concessionaire / Operators have to comply the relevant directions as briefed below:

- i. **Order 7:** Wherever a waste to energy plant is established for processing of the waste, it shall be ensured that proper segregation prior to incineration relatable to the quantum of the waste and is mandatory.
- ii. **Order 8:** It shall be mandatory to provide for a buffer Zone around plants and landfill sites. The purpose of the buffer Zone should be to segregate the plant by means of a green belt from surrounding area.
- iii. **Order 19:** The direction and orders passed in this judgment shall not affect any existing contracts, however, to all the concessionaire/operators of facility even under process, this judgement and the rules of 2016 shall completely and comprehensively apply.
- iv. **Order 21:** All concessionaire/ operator of the facility shall be obliged to display on their respective websites, the data in relation to the functioning of the plant and its adherence to the prescribed parameters.
- v. **Order 25:** That the concessionaire/operators shall take all steps to create public awareness about the facilities available, processing of the waste, obligations of the public at large, public authorities, concessionaire and facility operators under the Rules and this judgment.

Further, the soft copy of NGT order is herewith enclosed for information and strict compliance of the directions.

File No. SAC-13022/1/2016-COO I-SAC

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Encl: as above

D MURALIDHAR REDDY, IAS
MANAGING DIRECTOR

Copy to :

The VC & Managing Director, NREDCAP.

The Director of Municipal Administration, GoAP.

Signature valid

Digitally signed by
MURALIDHAR REDDY,
DERED

Date: 2016.11.18:48:54 IST

Reason: Approved

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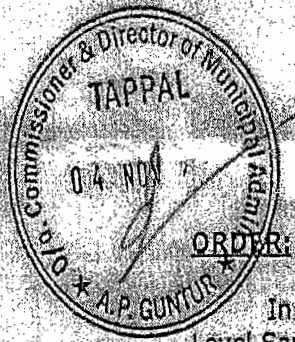
GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Municipal Administration and Urban Development Department - National Urban Sanitation Policy - State Level Sanitation Committee Constituted - A.P. State Sanitation Strategy - Permission accorded - Orders - Issued.

MUNICIPAL ADMINISTRATION AND URBAN DEVELOPMENT (B2) DEPARTMENT

G.O.Rt.No.625,

Dated:25.10.2016,
Read the following:



1. G.O.Rt.No.3, MA&UD Dept. (W2), Dt.01.01.2013.
2. G.O.Rt.No.765, MA&UD Dept. (W2), Dt.14.05.2013.
3. G.O.Rt.No.366, MA&UD Dept. (B2), Dt.30.05.2015.
4. From the MD, SAC, note in F.No.77(1)/SAC/COO(S)2016 along with A.P. State Sanitation Strategy,

ORDER:

In the G.O.s 1st to 3rd read above, orders were issued constituting the State Level Sanitation Committee (SLSC) as per the National Urban Sanitation Policy for finalization of A.P. State Sanitation Strategy.

2. The State Level Sanitation Committee (SLSC) finalized the A.P. State Sanitation Strategy with the technical support of Gesellschaft fuer Internationally Zusammenarbeit (GIZ) and Commissioner & Director of Municipal Administration, Swachh Andhra Corporation.

3. The Government here by accord permission to the Director of Municipal Administration to communicate the A.P. State Sanitation Strategy / Guidelines to all the Municipal Commissioners to implement the same in the State.

H.R.
U. N. S. S. S.

4. The Director of Municipal Administration shall take further necessary action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

R. KARIKAL VALAVEN,
PRINCIPAL SECRETARY TO GOVERNMENT.

To
The Director of Municipal Administration,
A.P. Gornatia, Guntur.
The Managing Director,
Swachh Andhra Corporation,
Flat No.502, Vijayalakshmi residency, ESI road,
Gunadhala, Vijayawada, A.P.
All the Members of State Level Sanitation Committee
through DMA, A.P. Gorantla.

Copy to:
The Secretary,
Government of India,
Ministry of Urban Development,
Nirman Bhavan, New Delhi - 110011.
The P.S to Pri. Secretary to C.M.
The P.S to Minister, MA&UD.
The P.S to Pri. Secretary/Secretary MA&UD.
Sc/Sf.

// FORWARDED:: BY ORDER //

SECTION OFFICER.

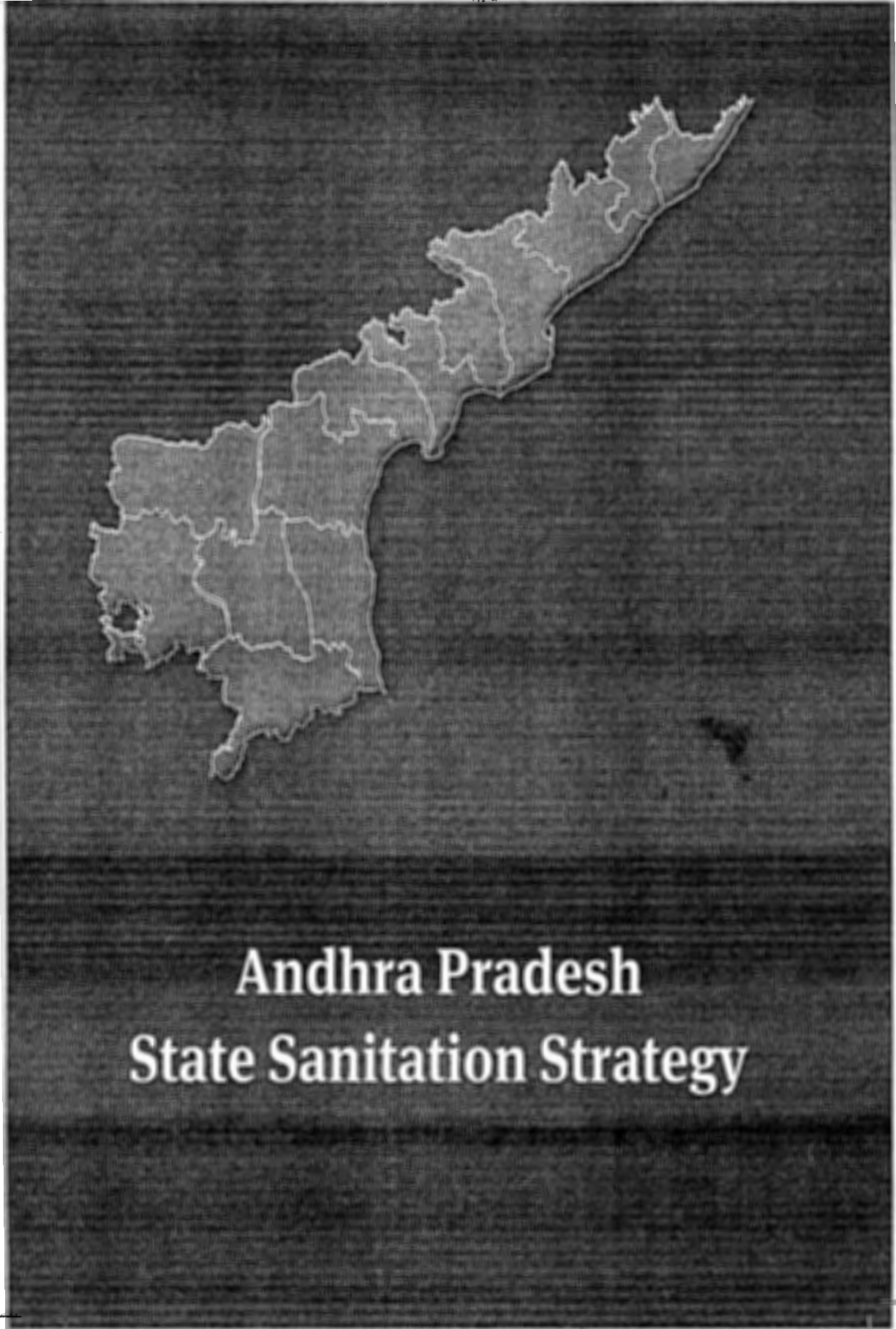
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ఒక అడుగు ముందుకు స్వచ్ఛత వైపు



TOWARDS CITY WIDE SANITATION



Andhra Pradesh State Sanitation Strategy

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ANDHRA PRADESH STATE SANITATION STRATEGY

Developed by

State Level Sanitation Committee (SLSC)

Commissioner & Director of Municipal Administration Department,
Guntur, Andhra Pradesh.

In technical collaboration with

GIZ (Deutsche Gesellschaft für Internationale Zusammenarbeit)

Project - Support to National Urban Sanitation Policy

Published By

Commissioner & Director of Municipal Administration Department,
Government of Andhra Pradesh

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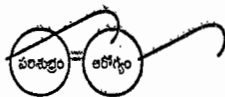
September 2016

Not for Sale

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Andhra Pradesh State Sanitation Strategy

Under National Urban Sanitation Policy, 2008



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TOWARDS CITY WIDE SANITATION

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R Karikal Valaven, IAS
Principal Secretary to Government
Municipal Administration &
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FOREWORD

Andhra Pradesh is poised to become one of the first states in India to declare itself as 'Open Defecation Free' by October 2, 2016. The state is determined to achieve this vision and commitment towards sanitation despite several challenges. Andhra Pradesh is a fast growing state, both in terms of development and urbanization.

This rapid urbanization is putting tremendous pressure on the Urban Local Bodies to provide adequate and better quality of basic services to an ever increasing population. In addition, being home to religious and tourist cities like Tirupathi, Vijayawada amongst others, the state has to be prepared to provide services for the floating population visiting the cities. Therefore developing a comprehensive and effective model for provision of sanitation infrastructure and services would be a challenging task. But, the state is determined to fulfil its commitment for ODF status. Therefore, the Government of Andhra Pradesh has planned and is undertaking several initiatives which will lead to improvements in the sanitation sector across the urban areas in the state.

One of the key initiatives undertaken by the state is the development of a State Sanitation Strategy (SSS) with support from the Commissioner & Director of Municipal Administration Department (C&DMA), Swachh Andhra Corporation (SAC), MA & UD and GIZ. The SSS is a guiding document for steering the state's sanitation agenda and support in the planning for sanitation infrastructure and services. The state is determined to take steps in leaps and bound towards achieving improved sanitation outcomes, which will showcase the state as leader in the country in terms of being healthier, safer and cleaner.

The state of Andhra Pradesh by taking on the task of declaring itself ODF by 2016 has already demonstrated its sincere commitment towards providing improved sanitation services to its citizen thereby enabling Mahatma Gandhi's vision of a 'Swachh Bharat.'

In this regard, I would like to congratulate the State Level Sanitation Committee (SLSC) which was formulated for the preparation of SSS at the state level. I would also like to acknowledge the appreciable efforts of all the team members and support extended by GIZ in the process of preparation of SSS by providing technical inputs.

R. Karikal Valaven
(R. KARIKAL VALAVEN)

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GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Municipal Administration and Urban Development Department - National Urban Sanitation Policy - State Level Sanitation Committee Constituted - A.P. State Sanitation Strategy - Permission accorded - Orders - Issued.

MUNICIPAL ADMINISTRATION AND URBAN DEVELOPMENT (B2) DEPARTMENT

G.O.Rt.No.625

Dated:25.10.2016.

Read the following:

1. G.O.Rt.No.3, MA&UD Dept. (W2), Dt.01.01.2013.
2. G.O.Rt.No.765, MA&UD Dept. (W2), Dt.14.05.2013.
3. G.O.Rt.No.366, MA&UD Dept. (B2), Dt.30.05.2015.
4. From the MD, SAC, note in F.No.77(1)/SAC/COO(S)2016 along with A.P. State Sanitation Strategy,

* * *

ORDER:

In the G.O.s 1st to 3rd read above, orders were issued constituting the State Level Sanitation Committee (SLSC) as per the National Urban Sanitation Policy for finalization of A.P. State Sanitation Strategy.

2. The State Level Sanitation Committee (SLSC) finalized the A.P. State Sanitation Strategy with the technical support of Gesellschaft fuer Internationally Zusammenarbeit (GIZ) and Commissioner & Director of Municipal Administration, Swachh Andhra Corporation.

3. The Government here by accord permission to the Director of Municipal Administration to communicate the A.P. State Sanitation Strategy / Guidelines to all the Municipal Commissioners to implement the same in the State.

4. The Director of Municipal Administration shall take further necessary action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

R. KARIKAL VALAVEN,
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Director of Municipal Administration,
A.P. Gornatla, Guntur.
The Mahaging Director,
Swachh Andhra Corporation,
Flat No.502, Vijayalakshmi residency, ESI road,
Gunadhala, Vijayawada, A.P.
All the Members of State Level Sanitation Committee
through DMA, A.P. Gorantla.

Copy to:

The Secretary,
Government of India,
Ministry of Urban Development,
Nirman Bhavan, New Delhi - 110011.
The P.S to Prl. Secretary to C.M.
The P.S to Minister, MA&UD.
The P.S to Prl. Secretary/Secretary MA&UD.
Sc/Sf.

// FORWARDED:: BY ORDER //

SECTION OFFICER.

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Abbreviations

AMRUT	Atal Mission for Rejuvenation and Urban Transformation
APTSIDCO	Andhra Pradesh Township and Infrastructure Development Corporation
APSRTC	Andhra Pradesh State Road and Transport Corporation
ASCI	Administrative Staff College of India
ATI	Administrative Training Institute
CSP	City Sanitation Plan
CSTF	City Sanitation Task Force
CDP	City Development Plan
C&DMA	Commissioner & Director of Municipal Administration
CPCB	Central Pollution Control Board
CPHEEO	Central Public Health and Environmental Engineering Organization
DEWATS	Decentralized Waste Water System
DWSM	District Water & Sanitation Mission
ESA	External Support Agency
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit
G.O.	Government Order
HHs	Households
HoDs	Head of Departments
IMR	Infant Mortality Rate
IPHC	Inter Personal Hygiene Communication
ILCS	Integrated Low Cost Sanitation
IHHTs	Individual Household Toilets
IUIS	Integral Urban Information System
MFI	Micro Finance Institution
MIS	Management Information System
MoUD	Ministry of Urban Development
MT	Metric Tonnes
MA&UD	Municipal Administration & Urban Development
MCRHRD	(Dr.) Marri Channa Reddy Human Resource Development Institute

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MEPMA	Mission for Elimination of Poverty in Municipal Areas
MLD	Million Liters per day
NAPCC	National Action Plan on Climate Change
NGO	Non-Governmental Organization
NIUM	National Institute of Urban Management
NRCDD	National River Conservation Directorate
NUSP	National Urban Sanitation Policy
O&M	Operation & Maintenance
ODF	Open Defecation Free
PHMED	Public Health & Municipal Engineering Department
RCUES	Regional Centre for Urban & Environment Studies
SAR	Sector Assessment Report
SBM	Swachh Bharat Mission
SHG	Self Help Group
SIUD	State Institute of Urban Development
SLB	Service Level Benchmarks
SGDP	State Gross Domestic Product
SWM	Solid Waste Management
SLSC	State Level Sanitation Committee
SNUS	State Level Nodal Agency on Urban Sanitation
SSS	State Sanitation Strategy
UGD	Underground Drainage
ULB	Urban Local Body
UIG	Urban Infrastructure & Governance
UIDSSMT	Urban Infrastructure Development Scheme for Small & Medium Towns
USD	US Dollars
WGSUH	Working Group on Sustainable Urban Habitat
YASHADA	Yashwantrao Chavan Academy of Development Administration

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1. Introduction

Sanitation for the purpose of Andhra Pradesh State Sanitation Strategy (AP SSS) is defined as safe management of human excreta, including its safe confinement treatment, disposal and associated hygiene-related practices. The AP SSS recognizes primacy to integral solutions that covers sub sectors of solid waste, waste water (including septage), storm water drainage and drinking water. The aspect of sustainability is at the core of the strategy by looking at the dimensions of capacity enhancement, finance, technology, inclusiveness, climate change responsiveness, institutional and governance strengthening.

The Twelfth Five Year Plan (2012-17) of the state of Andhra Pradesh targets to reduce the gap between the demand and supply of urban infrastructure services by increasing investments in urban infrastructure. The National Urban Sanitation Policy (NUSP) of the Government of India announced in 2008, entrusted state governments to prepare their State Sanitation Strategy (SSS) in line with constitutional provision. As per the Constitution, 'water' and 'sanitation' are classified as state subjects. 'Water' is included in Entry 17 under the List II i.e. the State List of Seventh Schedule, explained as:

- "Water, that is to say, water supplies, irrigation and canals, drainage and embankments, water storage and water power subject to the provisions of Entry.56 of List I"
- 'Sanitation' is a subject matter included in Entry 6 of the State List as established through Article 246 of the Constitution of India.
- India is committed to the Sustainable Development Goals (SDGs), Post Development Agenda 2030 which entails 17 Goals. Goal 6 is on Clean Water and Sanitation which says – "Ensure availability and sustainable management of Water and Sanitation for all".
- The national five year plan for the period 2012 -17 has identified the urban sector as one of the eleven priorities in the country.

1.1 Need for State Sanitation Strategy for urban areas in Andhra Pradesh

Improved sanitation is one of the critical determinants of the quality of human life that largely impact on outcomes for public health, environment and dignity. The positive outcomes of the sanitation interventions contribute to the economic growth propelled by livable cities. Investments made in the sanitation sector for urban areas will not only yield higher human development indicators but will also contribute towards the achievement of 10 percent growth rate for state's economic growth as envisioned in the Andhra Pradesh's XII Five Year Plan.

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The state of Andhra Pradesh has a huge dependence on the industrial and services sector. About 45.2¹ percent of the workforce is in non – agricultural sector in Andhra Pradesh.

The National Urban Sanitation Policy (2008) stipulates all Urban Local Bodies (ULBs) to develop their City Sanitation Plans (CSP) as a city level instrument for sanitation sector planning. AP SSS is a major fillip to guide the Municipal Authorities to prepare and operationalize the CSPs. The Service Level Benchmarks (SLBs) institutionalized by the Ministry of Urban Development (MoUD) is also one of the 3 conditions laid down by the Fourteenth Central Finance Commission.

As per Fourteenth Finance Commission, GoI have allocated an amount of nearly Rs.3635 Crore to Urban Local Bodies in the State of Andhra Pradesh. Out of which basic grant allocated to Urban Local Bodies is around Rs.2908 Crore (80 per cent) and performance grant is approximately Rs.727 crore (20 per cent) which are used to disburse grants to Urban Local Bodies (ULBs) based on their performance on 28 SLB indicators. The development of the AP SSS and its implementation will help to guide the ULBs to perform better on the SLB indicators.

In order to accelerate the efforts to achieve universal sanitation coverage and to put focus on sanitation, the Prime Minister of India launched the Swachh Bharat Mission (SBM) on 2nd October, 2014. SBM intends to make cities totally sanitized, healthy and livable by deriving public health and environmental outcomes for all citizens with focus on hygiene and affordable sanitation for urban poor and women. The primary objective of the mission is the elimination of open defecation, achieving 100 per cent collection and scientific processing, disposal, re-use and recycling of municipal solid waste. Swachha Andhra Corporation was created in the year 2015 in line with the launch of Swachh Bharat mission at the national level.

Thereafter, in June 2015 MoUD, GoI launched the Atal Mission for Rejuvenation and Urban Transformation (AMRUT) for urban renewal. The purpose of the mission is to provide basic infrastructure related to water supply, sewerage, urban transport and green spaces in the next 5 years. Under AMRUT, the Andhra Pradesh Government has proposed a plan for 31 cities and towns at an estimated cost of over Rs 28,756 crore.

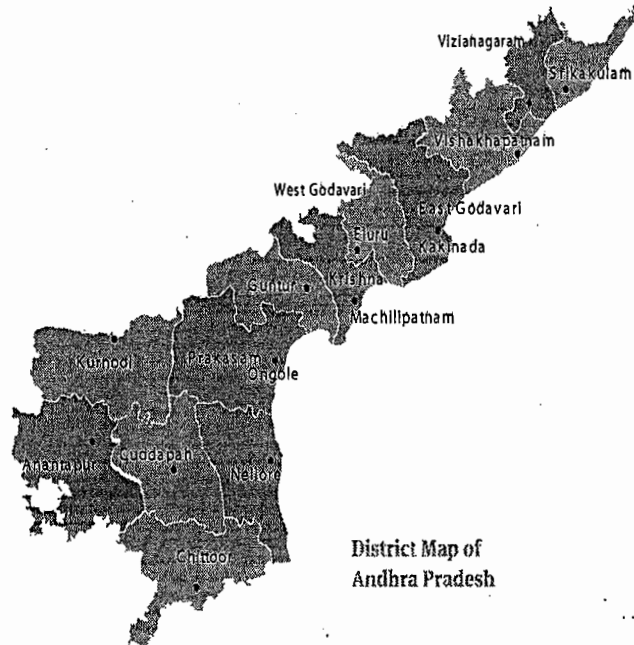
1.2 About Andhra Pradesh

With the enactment of the Andhra Pradesh Reorganization Act 2014, the state of A.P. was bifurcated into Andhra Pradesh and Telangana. This is one of the 29 states of India, situated on the southeastern coast of the country. The state is the eighth largest state in India covering an area of 160,205 km². The state of Andhra Pradesh comprises 13 districts namely Anantapur, Chittoor, Guntur, East Godavari, Krishna, Kurnool, Nellore, Prakasam, Srikakulam, Vizianagaram, Vishakhapatnam, West Godavari and Y.S.R. Andhra Pradesh is now the tenth largest state in India with 49.38 million as total

1 Approach to the 12th Five Year Plan of Andhra Pradesh, January 2013

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population. The state has planned to develop "Amaravati" as its capital city. As per the Census 2011 the urban population of Andhra Pradesh was 14.63 million representing about 29.58 percent of total population.



Most of the net increase in the urban population is contributed by five districts in the state, viz: Vishakhapatnam (47.51 percent), Krishna (41.01 percent), Y.S.R (34.1 percent), Guntur (33.89 percent) and Chittoor (29.47 percent). Andhra Pradesh ranks tenth of all Indian States in the Human Development Index scores with a score of 0.416.

The urban population is spread across 110 Urban Local Bodies consisting of 14 Corporations, 71 Municipalities of all grades and 25 Nagar Panchayats. The net increase of urban population between 2001 and 2011 is approximately 5.4 percent. Vijayawada and Vishakhapatnam are major cities in the state. The urban areas contribute close to 65 percent of the economic growth in the state. The secondary sector contributed 24.72 percent to the State Gross Domestic Product (SGDP) while primary sector contributed about 21.51 percent in 2010-11. If the trends on the economic growth are to be maintained or increased, it is imperative to focus attention on the urban areas for their robust sanitation infrastructure.

1.3 Steering and stakeholder consultations

The Government of Andhra Pradesh established the State Level Sanitation Committee (SLSC) vide Government Order (GO) Rt No. 3 dated 01.01.2013 and the amended GO following the bifurcation of the erstwhile Andhra Pradesh G.O.RT.No. 366 Dated: 30.05.2015. The SLSC will provide strategic guidance for the preparation and operationalizing the State Sanitation Strategy with periodic evaluation of progress across the departments for better convergence and to achieve the goals envisaged in the SSS. The committee is headed by the Principal Secretary Municipal Administration and

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Urban Development (MA&UD) Department with Principal Secretaries and Head of the Departments (HoDs) from the following departments, namely

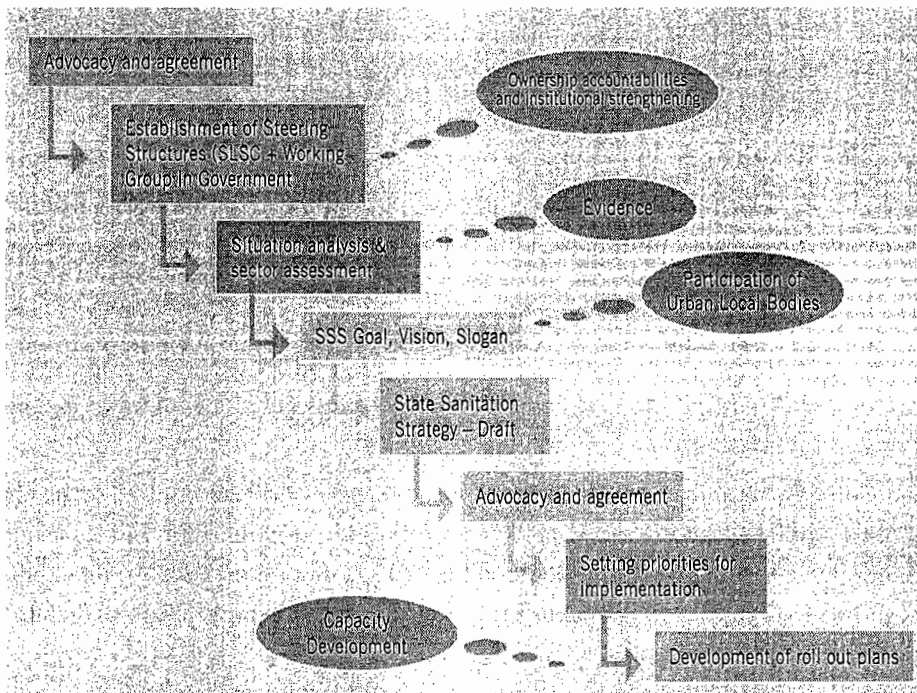
- Commissioner & Director of Municipal Administration (C&DMA)
- Swachha Andhra Corporation (SAC)
- Health Department
- School Education Department
- Finance Department
- Environment Department
- Mission Director – Mission for Elimination of Poverty in Municipal Areas (MEPMA)
- Guntur Municipal Corporation
- Andhra Pradesh State Pollution Control Board (APSPCB)
- Andhra Pradesh Urban Finance and Infrastructure Development Corporation (APUFIDC)
- Engineer in Chief - Public Health & Municipal Engineering Department (PHMED)
- Director Town and Country Planning (DT&CP)
- Andhra Pradesh State Road Transport Corporation (APSRTC)
- South Central Railways (SCR)
- Administrative staff College of India (ASCI) & GIZ as Special invitees

The Commissioner and Director of Municipal Administration (C&DMA), Government of Andhra Pradesh was designated as member convener and as nodal office for the purpose of steering the development of State Sanitation Strategy with support of the commensurate department represented in the Working Group chaired by the Commissioner and Director – C&DMA. Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) was identified as technical partner for overall development of the Strategy.



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An eight stage process was carried out to develop the SSS. Two significant steps followed included the preparation of the Urban Sanitation Sector Assessment Report (SAR) and holding consultations with the Urban Local Bodies (ULBs) in the state of Andhra Pradesh for delineation of vision and goals of the strategy.



The working group met the participating departments to finalize the Sector Assessment Report. Also, ULB consultation was carried out with the Commissioner and Director – C&DMA in Chair to share SAR and finalize the vision and goals of the strategy².

1.4 Policy environment

The NUSP envisaged a key role for the state governments to develop their state sanitation strategies by recognizing the water and sanitation problems existing across urban local bodies in the state. There are various initiatives undertaken in the sector of water and sanitation in the state of Andhra Pradesh. Such projects have been facilitated and supported by C&DMA.

Under the Fourteenth Finance Commission (2015-16) out of total sanctioned grant of nearly Rs. 331 Crore the state government made special allocations to the sectors, viz; Water Supply (Rs.75.11 Crore), Sanitation including Septage Management (Rs. 5.61 Crore), Sewerage and Solid Waste Management (Rs.1.40 Crore) Solid Waste Management (Rs. 1.13 Crore).

The department has initiated several innovative programs like Parichayam (Know Your Worker), regional meetings at solid waste dump yards, introduction of green caller

² Workshop on "Consultation with ULBs on Urban Sanitation Vision Setting for the State of Andhra Pradesh", 5 July 2013, Hyderabad

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tunes, IEC campaigns, Clean City Championship for strengthening the SWM services under the program known as 'Chetta Pai Kottha Samaram' (New Campaign on Waste), rain water harvesting and plantation drive. All these innovations have yielded positive result yet has scope for improvement.

There are external agencies such as the World Bank that are supporting Andhra Pradesh Municipal Development Project (APMDP) with the basic objective to improve urban infrastructure services at the ULBs and to enhance the state and local capacity to sustain the improvements. The four major components of this project are; (a) State level policy and institutional development support (b) capacity enhancement (c) urban infrastructure enhancement and (d) project management technical assistance.

The urban local bodies in Andhra Pradesh are largely steered by Andhra Pradesh Municipalities Act 1965 for the municipalities and Andhra Pradesh Municipal Corporations Act 1955 for Municipal Corporations.

The Andhra Pradesh Town Planning Act, 1920 provides for the preparation of town planning schemes in respect of all lands within the municipal area to ensure regulated development of towns to secure their present and future amenities and conditions.

The Andhra Pradesh Urban Areas (Development) Act, 1975 has been enacted in the state that guides the planning of urban development through master plans or general town planning schemes, zonal development plans, area development plans and road development plans. The Municipal Corporations, Municipalities and Nagar Panchayats exercise the powers of development, control and enforcement delegated to them under the Andhra Pradesh Urban Areas (Development) Act, 1975.

Under the Pradhan Mantri Awas Yojana (PMAY), the Ministry of Housing and Urban Poverty Alleviation, Government of India and Andhra Pradesh Township and Infrastructure Development Corporation (APTSIDCO) are going to support 1,93,147 houses in the state of Andhra Pradesh. To start with 59 ULBs who have already prepared 110 DPRs covering 1,93,147 houses will be taken up in the first phase. The project envisages "Slum Free India" and provides shelter and basic civil and social services for all slum dwellers.

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1.5 Sanitation – Facts and figures³

- As per the census 2011, 85.14 percent of urban Households (HHs) in Andhra Pradesh have access to toilets as compared to national figure of 81.4 percent.
- Open Defecation in urban households of Andhra Pradesh is 14.75 Percent which is higher than the national average of 12.6 percent. There are 5,38,802 urban households practicing open defecation out of 36,53,618 total urban households in state. Srikakulam 32.79 percent has highest percentage of Urban households practicing open defecation followed by Vizianagaram with 30.44 percent and Prakasham 21.49 percent
- 18.07 percent of Andhra Pradesh urban population is connected to Piped Sewerage networks (Under Ground Drainage). Only 8 cities have existing partial Underground Drainage facility. Sewerage facility in 3 towns (Guntur, Narasaraopet and Nellore) of Andhra Pradesh is under implementation
- Lack of formal mechanism and improper septage management is leading to disposal of sewage and septage into water bodies in and around the cities without any treatment in more than 100 ULBs of the state.
- Manual Scavenging: As per the Census 2011, approx. 0.02 percent of the urban households get night soil removed manually while 0.35 percent of HHs in A.P. accounts for that in the total. About 3,50,000 households have insanitary latrines in their premises
- ULBs in Andhra Pradesh on average generates about 6440 MT of waste per day and in terms of the per capita of waste generation in the ULBs ranges from 0.3-0.4 kg/ per day. The quantity of waste is growing at 5 percent annually and the collection efficiency is above 90 percent. Majority of the ULBs lack proper treatment and scientific disposal.
- Inadequate and improper maintenance of storm water drains with frequent flooding and choking of drains, leading to unhygienic environment

³ Source: As per 2011 census and APUFIDC Urban services data for AMRUT & Non-AMRUT cities, 2015-16

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2. Vision of Andhra Pradesh State Sanitation Strategy

All cities and towns in Andhra Pradesh become totally clean, sanitized, healthy, livable, ensuring and sustaining good public health and environmental outcomes for all citizens, with a special focus on hygienic and affordable sanitation for the urban poor and women with specific focus on the diverse topography of the state and its implications.



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3. Goal of Andhra Pradesh State Sanitation Strategy

The overall vision of Andhra Pradesh State Sanitation Strategy is to achieve a “Swachha Andhra” ensuring healthy and clean cities providing access to sanitation infrastructure to all citizens.

The specific goals are:

A. Ensuring 100 percent hygienically safe and sanitary treatment and disposal

- i) 100 percent of human excreta and liquid wastes from all sanitation facilities including toilets must be safely treated and disposed. In order to achieve this goal, the following activities shall be undertaken:
 - a) Promoting / encouraging safe and properly constructed on-site sanitation arrangements wherever cost efficient and sustainable;
 - b) In case of network-based sewerage systems, adequate connectivity of households and demonstrated financial viability for O&M would be required to ensure sustainability and proper functioning of the system;
 - c) Promoting proper collection, conveyance, treatment and disposal system and treatment of sludge from on-site installations (septic tanks, pit latrines etc.);
 - d) Ensuring that all the human wastes are collected safely, confined and disposed-off after treatment so as not to cause any hazard to public health or the environment;
 - e) Promoting recycle and reuse of treated waste water for non-potable applications wherever possible and also duly exploring options for PPP initiatives
 - f) Promotion of proper collection, segregation, transportation, treatment and disposal of solid waste

B. Achieving Open Defecation Free Cities

- i) Move towards a situation where all urban dwellers have access to and use safe and hygienic sanitation facilities and arrangements so that no one defecates in the open. In order to achieve this goal, the following activities shall be undertaken:
 - a) Promote access to households with safe sanitation facilities (including proper disposal arrangements);
 - b) Promoting community-planned and managed toilets in slums and underserved areas and wherever necessary, for groups of households who have constraints of space, tenure or economic constraints in gaining access to individual facilities;

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- c) Adequate availability and 100 percent upkeep and management of public sanitation facilities, for migrant and floating population and community toilets for urban-poor in all urban areas, to rid urban centers off open defecation and environmental hazards.

C. Improved institutional governance and enhanced human resource capacities for city-wide sanitation

- i) Re-orienting institutions and mainstreaming sanitation
 - a) Mainstream thinking, planning and implementing measures related to sanitation in all sectors and departmental domains as a cross-cutting issue, especially all urban management endeavors;
 - b) Strengthening state, city and local institutions (public, private and community) to accord priority to sanitation provision, including planning, implementation and O&M management;
 - c) Extending access to proper sanitation facilities for poor communities and other un-served settlements;
- d) Strengthening the regulatory framework on sanitation service delivery
- ii) Strengthening ULBs to provide or cause to provide, financially sustainable sanitation services delivery.
- iii) Building and strengthening of human resources in the field of sanitation
- iv) Proper Operation & Maintenance of all Sanitary Installations
- v) Promoting proper usage, regular upkeep and maintenance of household, community and public sanitation facilities, sewage / seepage treatment facilities and management of solid waste.

D. Enhanced awareness and sustained behavioral change

- i) Generate enhanced awareness about sanitation and its linkages with public-environmental health and climate change recognizing different impacts on men and women amongst communities and institutions;
- ii) Promote mechanisms to bring about sanitary practices and hygiene behavioral changes

E. Technological efficiency and appropriateness

- i) Guidelines on range of technology options that are energy efficient, ecologically and climatically suitable and financially sustainable
- ii) System capacities are built for a range of technological options and its management for comprehensive range of water and sanitation services

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4. Policies and Priorities in Urban Water and Sanitation Services

4.1 Statutory status of urbanization

Out of total of 14.63 million urban population in the state of Andhra Pradesh reported by Census 2011, 12.47 million is covered by the urban centers designated with statutory status thus eligible for provisions of 74th CAA. While, about 2 million people are residing across 104 census towns that are morphologically and functionally of urban character but covered by policies and programmes of rural areas.

The trend and nature of urbanization in the state of Andhra Pradesh leads to the following conclusion;

- a) The urban growth is rapid as compared to other states and this will continue to pose a pressure on the sanitation infrastructure in the urban centers.
- b) Policy formulation for the rapidly urbanizing areas in the state.
- c) Urbanization has to be viewed differently in case of the state of Andhra Pradesh given its diverse topography including coastal areas, eastern ghats and plateau area that has varying environmental carrying capacity of the sanitation infrastructure and services.

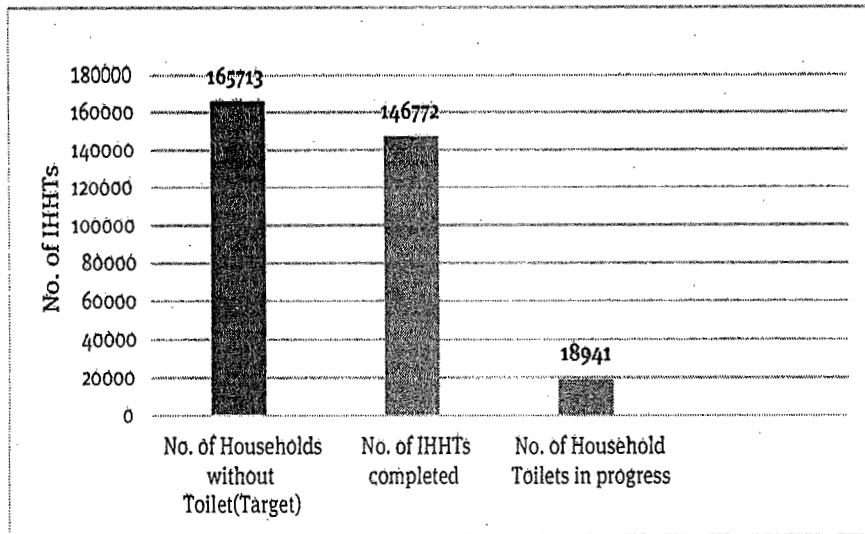
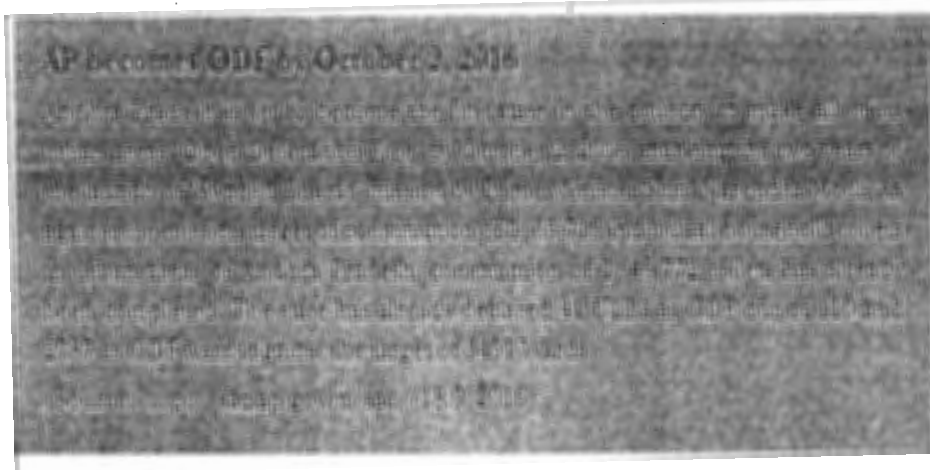
Based on the foregoing rationale, it is imperative that the state's urban policy developed.

4.2 Open Defecation

There has been significant reduction in the prevalence of open defecation in the state of Andhra Pradesh largely contributed by acceleration in the implementation of Total Sanitation Campaign (TSC) in the rural areas of the state. However, cities and towns have not seen similar trends in reduction of open defecations. As per Census 2011 and APUFIDC Urban Services (AMRUT / Non-AMRUT cities) data 2015- 16, about 17.60 percent of households in the urban areas do not have access to a sanitary toilet in their residential premises in the urban Andhra Pradesh. Out of this about 14.75 percent defecate in open while remaining 2.85 percent use shared public sanitation facilities. In absolute terms about 5,33,802 households resort to open defecation while 37,346 households have insanitary toilets. And about 1,73,805 have pit latrines. Some of the studies undertaken suggest that 15.7⁴ percent of urban households do not have a toilet in their homes due to poor economic capacities while another large set of households do not have adequate space in their home for construction of the toilet.

4 District Level Household and Facility Survey 2007-08, Andhra Pradesh

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Status of IHHTs in AP (as on 18.09.2016)

The latent demand for toilets exists in most urban areas. However, efforts are needed to convert this to effective demand in order to accelerate the process of making our cities open defecation free. This will result in safe and clean toilet infrastructure that keeps pace with urban growth. Evidence suggests that this is possible with motivated state and local leadership.

Service Level Benchmark (SLBs) is to reach 100 percent coverage of the households with toilets. The SLB gazette notification⁵ reports in the 31 ULBs (that are undertaking self-assessment) none of them have met target. The ambiguity on the data management for the coverage is emerging as an issue. It can be attributed to the migrant population and also data anomalies both on the end of ULBs and Census operations.

District level analysis: The districts reporting highest percentage of open defecation in urban areas are Srikakulam (25), Vizianagaram (20) and Prakasam (22) and also higher than the state's average of 14.76 percent. If we add districts of Prakasam and

5 Andhra Pradesh Gazette Notification, March 2014

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Anantapur to the list than these five districts will constitute 38.50 percent of total households defecating in open across urban areas in the state of Andhra Pradesh⁶.

ULB level analysis: Out of total of 110 Urban Local Bodies (ULBs) in the state of Andhra Pradesh, Municipalities of different grades contributes to about 48.80 percent of the households that defecate in open in the state. The figure for Municipal Corporations is approximately 14 percent, while that in Nagar Panchyats is 3.51 percent.

Amongst *Municipalities*, the towns of Amadalavalassa (35), Ichchapuram (33) and Palasa Kasibugga (30) in the district of Srikakulam, Kalyandurgam (40) and Rayadurg (55) in Anantapur district and Salur (28) in the district of Vizianagaram have the highest prevalence of open defecation.

In *Nagar Panchayats*, the towns with highest percentage of households defecating in open are Palakonda (45) in Srikakulam district, Nandigama (55) in Krishna district Madakasira(60) in Anantapur district.t.

Amongst *Municipal Corporations* of the state, Srikakulam (10), Eluru (10) Kadapa (16), Nellore (20), Chittoor (19) and Kakinada (5) have highest percentage of households defecating in open.

4.3 Lack of Access to Sanitary Toilets

Over and above 5,38,802 households who defecate in open are another set of 6,42,952 households who do not have access to toilet at home or within the residential premises. They have to depend on shared facility. As per the WHO UNICEF JMP⁷ definition, use of shared facilities by the household is not considered as access to sanitary toilet. It is therefore desired that these additional households should also be considered part of the target group for ensuring access to safe sanitation. In case of paucity of land within the residential premises, it should be desired that the toilet complex can be considered with individual household ownership rather than adopt community toilet or public toilets as means of ensuring their coverage by safe and hygiene sanitation.

All households remaining without an access to sanitary toilets can be reached with an estimated budget support of⁸ Rs.964.43 crore. This will help ensure that all cities and towns are declared open defecation free. The target is achievable with the encouraging progress made for the rural areas in the state. It is suggested that the financial assistance is delivered directly to the households by cash transfer as an incentive. The use of the financial assistance can be used to also pay for the sewer connection fee / charges and / or water connection. There is a large body of evidence that suggests that the toilets are also not used in absence of water availability for washing.

6 Refer Annexure 1 for Map and SLB 2015-16 data of AP, CGG

7 WHO & UNICEF Joint Monitoring Programme (JMP)

8 939842 Households @ 15000 per unit as per SBM/GoAP

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The promotion of adequate number of public and community toilets is required to be focused to cater to the needs of floating population of tourists and migrants.

The state government shall prepare a state plan of action for universal coverage of latrines targeting both toilet less households and the households with insanitary latrines in a time bound manner while recognizing different needs of men and women and poverty levels by adopting participatory approach.

The aspect of public sanitation, for both community needs and that of floating and tourist population shall be especially focused in the plan taking into account issues of women safety, dignity and well-being with appropriate design standards for provision of facilities. The plan shall be developed on basis of proper feasibility studies and social assessment with appropriate monitoring mechanism with stringent penalties for non-compliance for sustainability and to meet the service delivery standards. Mapping the access and quality of existing public sanitation facilities and hot spots understanding the nature of demand are imperative first steps to implementation that will address gaps in service delivery.

The operation and maintenance has been a major challenge in keeping models of public sanitation functional and therefore appropriate business / operator mechanisms be suitably designed with greater accountability on the service provider. Provide incentives to the private sector and community groups to participate in provision and O&M, and instituting these in policies and contractual instruments through appropriate management contracts.

4.4 Urban Sanitation Hygiene and IEC

The evidence from else-where suggests that the mission mode campaign style of programming may well help the state to reach an Open Defecation Free (ODF) status soon enough, but to maintain it would rather be difficult. There is always a risk of slippage from the ODF status unless the campaign is run in the demand responsive approach fully backed by an Inter Personal Hygiene Communication (IPHC) (especially hand washing and menstrual hygiene), mass media and IEC activities so as to achieve a stable and sustained status.

In line with a full-fledged flagship rural sanitation programme of Nirmal Bharat Abhiyan [erstwhile Total Sanitation Campaign (TSC)] for the village areas of the state, the central government recently launched the Swachh Bharat Mission with a dedicated urban component for construction of Individual Household Toilets (IHTs) and Public and Community Toilets. For IHTs, total of Rs. 15,000 (Central Government contribution is Rs. 4000 and State Government contribution is Rs. 11000) is sanctioned and in the case of Community Toilets Rs. 98,000 (Central government contribution is Rs. 39,200 and State Government is Rs. 58,800). Public Toilets are planned under PPP mode in the state.

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The Government of AP had sanctioned 1.65 lakh Individual Household Toilets (IHHTs) units across the state. The progress achieved in terms of construction of the units as a percentage of the sanctioned till mid September 2016 was 88 percent. While the construction of the IHTs units is one aspect, putting them to use/disuse has been a major concern. Due to lack, or insufficient quantity, of water availability and low levels of awareness many individual toilets in poor households remain unutilized.

It is therefore proposed that following the funding pattern of rural sanitation programme, the urban sanitation programme should have a ratio of 80 percent for support to toilet construction, 15 percent for IEC, Mass media, Hygiene IPC and Award schemes and remaining 5 percent for administrative and human resource/ expertise hiring. Under the recent flagship program Swachh Bharat Mission the AP state has submitted a proposal for approximately Rs. 20 Crore for the urban sanitation programme over a period of 5 years.

The Sanitation and Hygiene Advocacy and Communication Strategy Framework shall meet the following broad objectives:

- Increase mass awareness levels and make the identified audiences more conscious about issues related to the importance of sanitation and hygiene;
- To influence decision makers and opinion leaders to advocate for improved sanitation and hygiene standards, thus creating an overall positive environment; and
- Ensure that households especially women have knowledge of the linkages between sanitation, hygiene and health leading to increased public demand for quality sanitation services and adoption of hygiene practices.
- Orientations, competitions, rallies, recognition ceremonies are some of the events that can increase publicity and the media (TV, newspapers, radio,) shall need to be involved to timely and adequately over these events wherever possible

4.5 Septage Management

About 82.40 percent of the households in the urban areas of Andhra Pradesh state have a toilet within their residential premises. Almost 56.84 percent of them are connected to septic tanks, 4.76 percent to pit latrines while households having connection to the centralized sewer system are about 18.07 percent.

In divergence to the large proportion of on-site installations, limited attention has been accorded to proper construction, maintenance management and safe disposal of septage from septic tanks and pit latrines. The installations are subject to local practices and considerable variations are observed.

In ULBs septic tanks are often dramatically undersized and poorly constructed. Septic tanks are frequently installed underneath homes, driveways, or sidewalks due to small lot sizes, thus making access for inspecting or desludging difficult. In many instances, what

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referred to as “septic tanks” are not septic tanks at all, but are instead seepage pits or cesspools. These unlined, earthen receptacles not only perform poorly at treating sewage, but frequently serve as direct conduits to aquifers, resulting in fecal contamination that can impact precious drinking water supplies.

Limited capacities and resources with ULBs and absence of regulation of maintenance and cleaning of septic tanks and pits are far from adequate. In many instances, septage is dumped in drains and open areas posing considerable health and environmental risks. Sanitary workers also work in hazardous conditions having to manually clean on-site pits and tanks without adequate protective gear and equipment. The new legislation prohibits hazardous manual cleaning of septic tanks and sewers, so as to ensure that health and safety of such workers is not compromised.

There is a general lack of awareness of septic tanks and how these should be planned, designed, installed, operated and maintained, especially among system owners and ULBs which resulted pollution of the ground and surface water bodies impacting the public health.

District level analysis: The districts with highest percentage of households using septic tanks are West Godavari (74), East Godavari (70), Guntur (65), and Prakasam (64), Visakhapatnam (57) and Krishna (54). Together, the four districts (West Godavari, East Godavari, Guntur and Prakasam) account for 38 percent of the total households using septic tanks in the state of Andhra Pradesh⁹.

ULB level analysis: About 50 percent of households both in Municipal Corporation and Municipalities use septic tanks for the purpose of fecal sludge management at the household level. Nagar Panchayats have only 1 percent of the households having septic tanks and remaining using pit latrines.

The *Municipalities* of Tadepalligudem (85), Narasaraopet (84) and Nuzvid (83) have more than 80 percent of households using septic tanks as the means of fecal sludge disposal. Whereas in the Municipal Corporations like Visakhapatnam (86) and Rajahmundry (83) is the only Municipal Corporation more than 80 percent of households are using septic tanks.

The SLB benchmark is to ensure that all households have access to sewerage connection so as to ensure that the fecal sludge is safely disposed and treated at the Sewerage Treatment Plant (STP).

This calls for an immediate set of policy and programme interventions on septage management by the Government and ULBs to mitigate public health risks. Another set of reasons cited for urgency in taking up septage management is the occupational hazards for emptying the septic tanks. The Prohibition of Employment as Manual Scavengers

⁹ Census 2011 and APUFIDC Urban services data for AMRUT & Non-AMRUT cities, 2015-16 and SLB data of AP 2015-16, CGG

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and their Rehabilitation Act, 2013¹⁰ has expanded the definition of workers engaged in such sanitation works by including the practice of septic tank emptying and manual handling of such fecal sludge. This revised Manual Scavenging Act¹¹ will require the states to gear up the Municipal bodies in discharging their responsibilities effectively. A roll out strategy¹² is developed in due course of time upon notification of the referred act by the State Government.

There is growing intellectual capital that suggests that the energy and nutrient aspects of the septic tank fecal sludge should be kept in perspective while developing a strategy around septage management.

The comprehensive attention to the subject matter will be provided through a State Plan on Integrated Septage Management that takes in to account the entire value chain of the septage management and development of appropriate guidelines at the state level considering the dimensions of social, legislative, technical, institutional- governance and financial issues to be considered.

4.6 Water Supply

The Public Health and Municipal Engineering Department (PHED) in Andhra Pradesh (AP) is the nodal agency for planning, design and implementation of water supply and sanitation facilities in the urban local bodies (ULBs). The source of water supply in the state of Andhra Pradesh is primarily from surface water and groundwater. Surface water sources are primarily reservoirs / dams, rivers and canals and groundwater through bore wells. According to PHMED (<http://www.appublichealth.gov.in/18.9.2016>) the normal capacity of water supply at the state level is 1688.36 MLD (million liters per day) but however the present supply of all the ULBs put together is 1017.279 MLD with a deficit of 671.081 MLD (39.75%) .

The Central Public Health Environmental Engineering Organization (CPHEEO), Government of India, has prescribed the following norms for estimating the water demands for planning & design purposes based on the type of town/city. The water supply norms are 40 LPCD (Litres per capita per day) in case of public stand posts, 70 LPCD in case of towns without underground drainage and 135 LPCD in case of towns with underground sewerage system and 150 LPCD in case of metropolitan cities having population more than one million.

10 Gazette published dated 19 September 2013

11 "As per 2013 Act, manual scavenger means "a person engaged or employed, at the commencement of this Act or at any time thereafter, by an individual or a local authority or an agency or a contractor, for manually cleaning, carrying, disposing of, or otherwise handling in any manner, human excreta in an insanitary latrine or in an open drain or pit into which the human excreta from the insanitary latrines is disposed of, or on a railway track or in such other spaces or premises, as the Central Government or a State Government may notify, before the excreta fully decomposes in such manner as may be prescribed, and the expression "manual scavenging" shall be construed accordingly.

12 As per 2013 Act, state governments are required to undertake the notification within three months of Gazette publication

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The present water supplies in majority of urban local bodies in AP are far below the prescribed norms. Adequacy and equitable distribution are the major problems. In 43 ULBs, the supply is between 70 to 135 LPCD while 62 ULBs are supplying less than 70 LPCD and more than 135 LPCD is in 5 ULBs.

The state of Andhra Pradesh targets to cover 100 percent of the population under protected water supply schemes in the state.¹³

The state of Andhra Pradesh has 70.60 percent of households in urban areas having access to tap water from a treated source for drinking purpose. This is significantly higher in comparison to the total state average of 48.73 percent for both rural and urban areas combined together. Out of these 71.52 percent, 45.49 percent of the urban households have tap water (treated source) located within their premises while another 26.03 percent have the location of drinking water tap outside of premises.

As per APUFIDC 2015-16 data the cities of Rajahmundry (78.8 percent), Nagari (70 percent) and Atmakur (70 percent), Dharmavaram (69 percent) and Eluru (66 percent) are reporting slightly less than 100 percent coverage of households with water supply connection.

District level analysis: All 13 districts with urban population report less than 90 percent coverage of households with a tap drinking water from a treated source. The districts with highest percentage of household coverage are Kurnool (83.84), West Godavari (81.18), Krishna (78.09), East Godavari (76.42) and Vizianagaram (73.33). The district of Srikakulam has the lowest coverage with 48.54 percent.

ULB level analysis: None of the cities in the state of Andhra Pradesh has 100 percent of households having access to tap drinking water using treated source. Amongst *Nagar Panchayats*, Naidupeta (66), Puttaparthi (62) Rajampet (60) and Dhone (60) towns have highest percentage coverage of households with drinking tap water from a treated source in the state of Andhra Pradesh.

Across the *Municipalities* of Mangalagiri (65), Narasaroopeta (61.46) and Samalkot (60) are the ULBs with highest percentage coverage of households with tap drinking water from treated source.

In conclusion, key emerging challenges with regard to drinking water are:

Inadequate Water Sources: The available water sources have been tapped to the maximum extent possible. All water sources available nearby have been utilized and present water sources are inadequate. Therefore, there is need to explore and develop additional water sources to meet the current and future water demand.

¹³ "Urban Water Supply and Sanitation in Andhra Pradesh", Wash Cost Project, January 2012, Centre for Economic and Social Studies, Hyderabad SLB data for 2015-16, CGG/APUFIDC Urban services data for AMRUT & Non-AMRUT cities, 2015-16, 2015-16

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Leakage of Water: The average of Unaccounted for Water (UFW) Percent - (Non-Revenue Water) ranges from 20Percent (Nuzivedu) to 82.84 (Jangareddygudem) to 100 Percent (Pidugurallu) in the state.

District Level Analysis: Unaccounted for Water (UFW) Percent - (Non-Revenue Water) analysis has been done to see the situation in 13 districts of AP. Srikakulam accounts for (36.6Percent), Vizianagaram(39Percent), Vishakhapatnam(57.5Percent), East Godavari(40Percent) and followed by West Godavari(43Percent).

Water losses due to leakage, pilferage etc. is estimated to be of the order of 20-50 percent of the total flow in the systems.

Poor service levels: In terms of access to individual piped connections, coverage falls short. There are 2895505 house service connections. But, the duration of supply is low.

Heavy subsidy on Water Supply: The Municipal Corporation of Tirupati is able to recover its O&M cost of providing water to the consumers excluding the bulk water purchase cost. This leads to water wastage and poor financial health.

Lack of skilled manpower: The technical capacities are rather weak to cope/deal with the advance technology in drinking water supply. The lack of skilled staff to manage this function adversely impacts service delivery. There has been no focused attention on strengthening staff skills and capacities in this context. The refresher courses for municipal plumbers have not been held for many years. There are best practices initiated by Community Polytechnics / vocational department in establishing course in plumbers training in collaboration with GIZ

Utmost importance has to be given to water saving, reduction of NRW and efficiency in O&M, as potential for additional augmentation of water sources is limited.

4.7 Waste Water Treatment and Disposal

Wastewater disposal and treatment is a major problem in cities in Andhra Pradesh. Most of towns and cities in the state do not have underground sewerage systems and sewage treatment services for disposal of the waste water. Only 18.07 percent of urban households in state are connected to underground drainage system and in most of the ULBs in the state the waste water from toilets is been disposed through septic tanks and soak pits and grey form of wastewater from kitchen and bathrooms is directly discharged into the sludge drains without any treatment. Out of the 1688 MLD of water supplied to the ULBs in the state about 1,086 MLD is released as waste water. The waste water treatment facilities are available in 8¹⁴ cities (Visakhapatnam, Vijayawada, Tirupathi, Rajahmundry, Kadapa, Pulivendula, Puttaparthi, Tadipathri).

14 Note on UGD/Sewerage by PHMED 2015-16

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ULBs with a total capacity of the waste water treatment of 295 MLD and about 197 MLD capacity of waste water treatment plants are under construction in 4 (GVMC-Visakhapatnam, Vijayawada Municipal Corporation, Yemmiganur and Kadapa) ULBs. Thus, there is a large gap between generation and treatment of wastewater in the state. Even the treatment capacity existing is also not effectively utilized due to operation and maintenance problem. Operation and maintenance of existing plants and sewage pumping stations is not satisfactory. Discharge of untreated sewage is single most important cause for pollution of surface and ground water since there is a large gap between generation and treatment of domestic wastewater in Andhra Pradesh. The problem is not only of adequacy of treatment capacity but also operation and maintenance of treatment plants.

Rapid urbanization is also having a detrimental effect on water resources – both in terms of quality (pollution of rivers and groundwater) and quantity (as conflicting/competing demands for water increase). Thus even greater attention is now needed to collect and treat wastewater, and to manage finite water resources, both surface and ground water, more effectively.

Municipal wastewater collection, treatment, and disposal are still not a priority by the municipality/ state government as compared to water supply. In the absence of sewer lines, untreated wastewater is flowing into storm water drains and poses health hazards to the citizens inhabiting the areas near the drain. Moreover, recycle and reuse of wastewater has not received much attention by the policy-decision makers perhaps because of the lack of viable models with necessary research and technology support, strong policies and legal framework at the national and state levels and lack of sufficient professional manpower in the urban local bodies.

The future of urban water supply for potable uses will depend majorly on efficient wastewater treatment systems. It shall provide thrust to policies giving equal weightage to augmentation of supplied water as well as development of wastewater treatment facilities, use of appropriate and sustainable technologies especially for collection, treatment and recycling, awareness creation, citizen involvement, and institutional reform for improved service delivery.

UGD connections shall be made mandatory in ULBs with existing UGD systems to ensure proper flow and utilization of Infrastructure created.

Guidelines for decentralized waste water systems (DEWATS), locally in offices complexes, apartment complexes, layouts and institutions, for grey and black waste water thereby reducing the organic loading on the STP and treated wastewater is recycled / reused on site for irrigation, toilet flushes and cooling towers. Several cities already have incorporated recycling and reuse of wastewater in their building bye-laws (Delhi, Bengaluru, Rajkot, Chennai, and Chandigarh)

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Promote recycling and reuse of grey water using simple techniques with suitable financial incentives/disincentives for industries, residential layouts, apartment complexes commercial establishments and similar other agencies to adopt/practice waste water reclamation, recycling and reuse. For example, the role of government assistance, especially economic incentives and non-commercial credit for obtaining appropriate technology, has shown good success in some countries like Japan.

Mandatory enforcement on industries, multi storied commercial establishments and apartment complexes and to meet at least to 20 percent of their known non-potable water requirements from reclaimed water. Similarly, for irrigating crops including horticulture, watering public lawns/gardens, flushing of sewers, firefighting etc., reclaimed water should be utilized.

4.8 School Sanitation

Andhra Pradesh has a total of 60,462 schools with approximately 8,553 schools are in the urban areas, of which there are 2,116 municipal schools. Provision of sanitation in schools is one of the primary needs for the holistic development of a child during school education years. The sanitation facilities should be age-set and gender appropriate through development of such relevant norms. Children's participation in management of sanitation facilities with respect to design, siting, upkeep and maintenance requires constant encouragement. With this focus and objective in mind several initiatives at the state and national level on school sanitation are under implementation. The percentage of drinking water and toilet facilities in the schools in Andhra Pradesh is showing a good coverage.

Out of 8,553 schools 8,287 schools have toilet facilities and 7,964 schools have drinking water facilities, which is 97percent and 93percent respectively (source: C&DMA, August 2016). The figures in the state show a good coverage. However, there are certain issues that have an implication on the overall management of school sanitation from the perspective of facility access and use.

However, there are certain issues that have an implication on the overall management of school sanitation from the perspective of facility access and use in the state of Andhra Pradesh:

- Functional status of the toilets mainly with respect to girls.
- Operation and maintenance issues.
- Hygiene curriculum.
- Role clarity for urban schools and their administrations amongst municipal bodies, district board, education department (SSA), management of private schools.
- Design of school drinking water, sanitation, waste water and solid waste disposal require linkages with the urban nature of city infrastructure such as sewage connection

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“Swachha Vidyalayalu” Programme was introduced by GoAP is to ensure that every school in Andhra Pradesh has a set of functioning and well maintained water, sanitation and hygiene facilities. Water, sanitation and hygiene in schools refers to a combination of technical and human development components that are necessary to produce a healthy school environment and to develop or support appropriate health and hygiene behaviors. The technical components include drinking water, handwashing, toilet and soap facilities in the school compound for use by children and teachers. The human development components are the activities that promote conditions within the school and the practices of children that help to prevent water, hygiene and sanitation related diseases.

A “State Action Plan on School Sanitation for Urban Areas” will be jointly developed by Education and Municipal Administration and Urban Development department.

4.9 Storm Water Drainage

The percentage share of Municipalities (62.70) with “no drainage” in the state of Andhra Pradesh is highest and decrease in Municipal Corporations (39.61) and Nagar Panchayats (3.40). Municipalities with the highest percentage of households with “no drainage” facilities are Kavalali (3.89), Madakasira (5) and Pamidi (4¹⁵). Numerous factors account for inadequate and poor drainage system effects, viz. blockage of natural drainage systems by dumping of solid waste construction activities, indiscriminate land filling, and lack of comprehensive maintenance of natural watercourses due to land access problems leading to overflowing of sullage and storm water. As a result, in the rainy season the drains are unable to take the flow and spill over, flooding the roads. In many ULBs storm water drains have become a free access to dispose wastewater both grey and black water nearby habitation has converted them into sullage drains. The sullage is directly dumped into canals and water bodies in urban watershed without any treatment. The poor in slums are most vulnerable and disproportionately affected; they often reside in informal settlements located on marginal land – low-lying areas. In poorly drained areas with inadequate sanitation, urban runoff increase the risks to health, flooded septic tanks and leach pits, and blocked drains breeding grounds for vectors. Segregating sullage and effluents from open drains by sewerage system has to be accorded priority.

Government Andhra Pradesh has recently proposed Storm Water Drainage facilities in 20 ULBs for a distance of 3,754 kilometers.

15 Source: SLB data of AP 2015-16, CGG

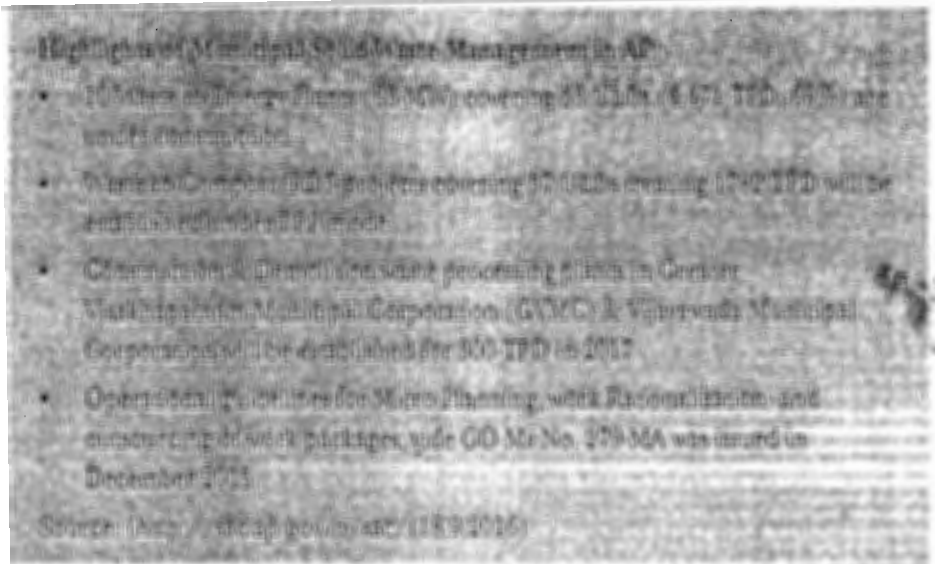
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4.10 Municipal Solid Waste

The total quantity of municipal solid waste generated in the state of Andhra Pradesh is 6,440 tonnes per day, out of which 5,796 tonnes per day is collected and 550 tonnes per day is treated as per the status report of C & DMA on time to time basis and on Municipal Solid Waste published by Central Pollution Control Board in 2012. However, there are different figures on estimated MSW in the state of Andhra Pradesh. EPTRI estimations are from 1999 – 2000 based on NEERI data of waste generation.

Therefore, there is a need for a scientific method for estimating the municipal solid waste that matches to the characteristics of the physiography of the state is urgently required as the state has huge influx of floating population and is also urbanizing rapidly.

The waste processing technologies reported in the country are; composting, vermin - composting, biogas plant, RDF –palletization. Some of these palletization plants are associated with power plants for generation of electricity. However, composting and bio-mechanization technologies are more popular in the state of Andhra Pradesh. 10 waste to energy projects have been approved by the Government of Andhra Pradesh covering 53 ULBs in across 10 districts namely; Vishakhapatnam (1), Vizianagaram (4 ULBs), Tadepalligudem (5 ULBs), Machalipatnam (6 ULBs), Guntur (2 ULBs), Nellore (7 ULBs), Tirupati (3 ULBs), Kadapa (10 ULBs), Anaparthi (9 ULBs) and Kurnool (8).



In Andhra Pradesh the urban local bodies spend around Rs 500 – 1500 per tonne per day as paid from municipal general funds. Out of this amount, 60 – 70 percent is spent on collection, 20 – 30 percent on transportation and less than 10 percent on processing and disposal activities¹⁶.

16 "Handbook on Sanitation and SWM in Andhra Pradesh – Key Learnings from German Cities", Oct 2012, C&DMA, GoAP

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Government of Andhra Pradesh has taken concrete steps in improving the situation of municipal solid waste management in the urban local bodies.

Interventions at the urban local body level through programs such as *Clean City Championship and the 100 Day Action Plan* for all the urban local bodies include aspects of solid waste management planning, implementation, awareness generation through IEC, introduction of green caller tunes, community participation and monitoring, implementation of plastic waste management rules, etc.

Despite such initiatives there are major issues identified in the solid waste management sector.¹⁷ Some are listed below:

- Lack of resources, systems and capacity for development and disposal of solid waste at ULB level.
- Lack of support in financial, technical, and project development at state level to ULBs in identifying right technologies, processes, structuring projects and implementation.
- Lack of awareness about the importance of good solid waste management practices.
- Lack of capacities with the urban local bodies with reference to the processing technologies and scientific landfills.
- Lack of substantial capital and O&M expenses without matching revenues.
- Land acquisition is a major issue in SWM projects and a major cause of delay.
- Lack of technical expertise and institutional arrangements

In accordance with the Solid Waste Management Rules, 2016¹⁸ all the states should develop a comprehensive state level municipal solid waste management strategy

The state of Andhra Pradesh has formulated a strategy for solid waste management¹⁹. The strategy states that all urban local bodies will need to have capacities and preparedness to undertake source segregation of waste, door to door collection and transportation, to set up processing and treatment systems and dispose only the inerts in scientific landfills. The strategy looks at regional / district level facilities for treatment and scientific landfilling. The ULBs will need to take adequate measures to reduce, reuse and recycle (e.g. plastic waste management) in order to minimize the costs for waste management for each ULB as well as the land requirements for the regional facilities. Options of composting for organic waste; co-processing of dry fractions of municipal waste in cement/ power sectors and/ waste incineration for energy production would need to be explored as part of the strategy. Financial sustainability for the ULBs for the solid waste management sector through user charges and property tax are also included in the strategy. Adequate measures such as strengthening the legal provision and institutional structure of ULBs will lead to the development of an environmentally compliant and sustainable system for the ULBs in the state. The strategy also looks into

17 "Integrated Municipal Solid Waste Management Strategy 2014", MA&UD, GoAP

18 SWM 2016 Rules as published vide Gazette as accessed on MoEF website

19 G.O.Ms.No.64 dated 13.02.2014 Formulation of Andhra

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state level institutional arrangements and program support. The strategy will look into short and long term plans for urban local bodies to handle municipal solid waste.

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5. Institutional Arrangements for Urban Sanitation

With established trends of growing proportion of population in the urban areas, it is imperative that the institutional structures for the delivery of urban sanitation services are streamlined. The urban sanitation sector can learn from counterpart rural area programming such as Total Sanitation Campaign (TSC), National Rural Health Mission (NRHM), *Sarva Shiksha Abhiyan* (SSA), Integrated Child Development Services (ICDS) in establishing such institutional structures with clearly laid out roles and responsibilities.

The role of state level agencies should be of a facilitator, regulator and handholding ULBs through technical assistance, capacity building and finances from its own budgetary resources or from GoI, External Support Agencies (ESA) and innovative mechanisms. Until ULBs develop their robust capacities, it is desired that the technical support is extended in planning, designing, implementation and O&M of urban sanitation services. Active involvement of local NGOs, community organizations, self-help groups of women will be ensured through awareness creation and community mobilization for increased ownership of the overall sanitation agenda at the local level. Promotion of active support to *Area Sabhas* at the Ward level with primary focus in eliciting women participation will be paramount to the achievement of the goals of the State Sanitation Strategy.

In line with the letter and the spirit of the 74th CAA, there will be four tier institutional structures.

5.1 State Level

- a) **State Mission on Urban Sanitation:** comprising of a i) Governing Body headed by the honorable Chief Minister with membership of relevant Ministers of the corresponding line departments. The governing body is providing overall guidance and policy direction to urban sanitation initiatives in the state, and overseeing the planning and implementation of the state strategy so as to achieve the goals and outcomes envisaged in the State Sanitation Strategy / Action Plan. ii) Executive Committee headed by Chief Secretary with membership of relevant Secretaries of the line department may be constituted. DMA, MD SAC and the E-in-C / CE (PH) should be the ex-officio members of the Executive Committee this will create ownership and continuity. State shall ensure an effective coordination mechanism amongst various departments. Currently, SAC is acting as state Mission and it should even continue beyond the SBM Mission.
- b) **State level Nodal Agency on Urban Sanitation (SNUS):** led by C&DMA and supported by a dedicated Urban Sanitation Cell in the department to be headed by an Additional Director. The C&DMA to function as the Nodal Agency to support the operationalize the different components of the sanitation under the guidance of the SLSC and the state sanitation cell led by the Executive Director to provide

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technical, managerial and professional support in planning and implementation of state sanitation strategy

5.2 Regional Level

- c) **Regional Urban Sanitation Committee** headed by such mechanism at the RDMA level and supported by four Regional Cells respectively located in the RDMA office for divisions of Ananthapur, Guntur, Rajahmundry, and Viskhapatnam. The committee shall review the progress of sanitation activities, supervise and provide guidance.

5.3 District Level

- d) **District Sanitation Mission:** headed by District Collector/Magistrate under *Nirmal Bharat Abhiyan* (NBA) to be restructured by bringing in the urban sector in the purview and expanding the membership to the Mission and district level Executive Committee.

5.4 Urban Local Body Level

e) **City Sanitation Task Force:** A multi stakeholder comprising of representatives from shops and establishments, sanitary workers unions, educational institutions, women groups, contractors, NGO's, line departments, political and eminent personalities to be led by the Mayor along with the Executive head of the ULB shall be constituted. The City Sanitation task force shall be duly supported by a City Sanitation Cell (CSC) that is staffed with relevant human resources. The cell shall be responsible for preparation and implementation of the city sanitation plan. The City Sanitation Task Force will be mainly responsible:

- Launching the City 100 percent Sanitation Campaign
- Generating awareness amongst the city's citizens and stakeholders
- Approving materials and progress reports provided by the implementing agency, other public agencies, as well as NGOs and private parties contracted by the Implementing Agency, for different aspects of implementation
- Approving the City Sanitation Plan for the city prepared after consultations with citizens
- Undertaking field visits from time to time to supervise progress,
 - a. Setting targets and milestones, and monitoring and review of the same periodically
 - b. Coordinating and ensuring convergence and synergy among the stakeholders
 - c. Inviting CSR / PPP initiatives including recycling and reuse of waste water
 - d. Annual assessment of outcomes of CSP implementation through social audit involving NGOs etc.

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- Issue briefings to the press/ media and state government about progress
- Providing overall guidance to the Implementation Agency

f) **Area Sabha Sanitation Committee:** to be led by the concerned Ward Councilor and membership of a representative from the Urban Health, Nutrition and Sanitation Committee (set up under Urban Health Mission), women SHGs and Ward / Zone level Officials responsible for provisioning of water and sanitation services.

The above mentioned institutional structure will strengthen the urban development department for the purpose of functioning as a Sanitation Nodal Agency with a dedicated Sanitation Cell. The Cell shall function as part of the MA&UD organization set up with the responsibility to draft terms of reference of various tiers proposed here including roles and responsibilities.

The ULBs will be responsible in 'letter' and 'spirit' for implementation of all the functions delegated as per the relevant Municipal Acts namely, A.P Municipal Corporations Act, 1955, Municipalities Act, 1965 including (i) water supply (ii) sewerage, (iii) solid waste management and (iv) community health and (v) protection of the environment. ULBs will be responsible for planning, execution and operation and maintenance of all works related to water supply, sewerage, solid waste management and sanitation works.

Water & Sanitation Utilities: Clause 243-W and 243-X of the 74th CAA provides for the transfer of responsibilities and powers of providing water supply and sanitation services in urban areas to the respective urban local bodies.

GIZ's advisory²⁰ on Indian Water & Sanitation Utility (IWSU) has recognized that the importance of building innate institutional capacities with the ULBs for effective and efficient delivery of water and sanitation services. This requires the creation and ring fencing of a utility within the ambit of ULBs that is built on the core principles of autonomy, accountability, transparency and financial sustainability.

The overall responsibility for service provision remains with the ULB even where parastatals and other state level agencies are involved in service delivery. Departments and parastatals currently discharging these responsibilities will be accountable to the respective ULBs (including for example, receiving payments on certification by the ULBs).

As ULBs have the final responsibility for ensuring service delivery and to achieve sanitary and environmental outcomes it is important that effective monitoring mechanisms will have to be put in place.

20 Technical Advisory Committee (TAC) headed by Dr. N.C. Saxena

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6. Planning for Urban Sanitation

The urban planning deficit in the water and sanitation services in the country is widely recognized leading to urban infrastructure in the cities that are ad hoc, disjointed and lacks a long term perspective focus. The High Power Expert Committee report (March 2011) was the first such attempt at the national level to provide a long terms perspective to urban infrastructure in the country. It is desired that on similar pattern a state level high power committee is constituted to prepare a state level business / investment perspective plan for urban water and sanitation.

This State Sanitation Strategy (SSS) and State Sanitation Action Plan (SSAP) with goals / targets with milestones and outcome for the state of Andhra Pradesh will be operationalized through an implementation framework led by State Level Nodal Agency on Urban Sanitation (SNUS) that develop a state level implementation plan, specifying clear responsibilities, resources, time frame, finances, operational components and guideline-sets. Recently Swachh Andhra Corporation has been established by the state to ensure safe disposal of solid and liquid waste.

- Prepare City Sanitation Plans at each ULB with short, medium and long-term actions for sanitation that will address current back-log and future demand. The CSP would be the primary documents for providing road-map to achievement of the sanitation goals in accordance with Sanitation Strategy.
- SNUS will consolidate the CSP requirements into a state level CSP implementation plan specifying the time frame, finances, operational components and guideline-sets for these components, to enable the state to earmark resources.
- Undertake Proper feasibility studies for projects including improved and comprehensive DPR system are available for sanitation projects that are based on community involvement where ever possible and address issues such as demographics, geotechnical, social, capacities, financial, institutional, technology choice, governance (local) mechanisms, operation and maintenance.
- Priority should be given to slums in addressing the issue of open defecation through individual and community toilets
- Special emphasis will need to be given to urban centres that attract floating population seasonally (tourism) or sporadically (religious/cultural occasions) for planning.
- Primacy should be given to zero – low cost interventions of the CSPs so as to improve the sanitary environment of the urban areas. Also, appropriate environment-friendly solutions would need to be incorporated for these locations.

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7. Data and information management

The state shall build urban information and database baselines in line with the guidelines recommended under the National Urban Information System (MoUD 2006). This guideline is based on common denominators and Survey of India (SoI) standards and shall be applied (utilized) uniformly across all urban sector programmes and schemes. City officials are trained to make available latest state of art SoI maps of adequate resolution (1:10,000 and better) and uses WGS84 (World Geodetic System 1984) as the datum for all their spatial information. Such an information system shall make best use of the GIS and MIS platforms that are rapid to access and retrievable for use in planning for urban infrastructure, creates compatible data formats and transforms MIS information (e.g for property mapping, census etc.) into spatial geo-referenced GIS files for further analysis and interpretation for all the important sectors (e.g. water, waste water, solid waste, storm water)

The normative environment of the water and sanitation sector is defined by plethora of design, specifications and standards as issued time to time by CPHEEO, BIS, CPCB, MoEF, MoUD etc.. SNUS will initiate a study of the water and sanitation sector normative environment available through repository of such documents and upon analytical assessment prepare technical guidelines that are relevant, appropriate and suitable for the topography of urban areas of the state.

Since ULBs have the final responsibility for ensuring all service delivery achieves sanitary and environmental outcomes therefore it is necessary that the state is refining and complementing existing national standards wherever adaptation to the regional settings is required if and when required. The state shall provide proper training to the technical staff of the Municipal Authorities and in those technical guidelines that specifically cater to the needs of the state of Andhra Pradesh. It would also require greater coordination with parastatals such as PHED and other state level agencies which are involved in service delivery.

Benchmarking of service levels based on 28 indicators as identified by MoUD serve as the basis of gazette notification by the state government on Service level Benchmark (SLBs). Benchmarking involves identifying industry best practices, measuring and comparing one's own performance against others, identifying key areas for improvement and upgrading to match the best. The self-reported status on performance on water and sanitation services has proved to be a useful tool to incentivize the Municipal Authorities in self-awareness and setting baselines for financial grants from national finance commission and state finance commission. The potential of SLBs for use in the public discourse has not been fully tapped. DWSMs (District Water and Sanitation Mission) will monitor the regular dissemination of the SLB performance. SLBs and its data management particularly on the improvement of the reliability scoring have not been given adequate attention. SNUS in cooperation with Regional Cell will help Municipal Authorities in preparing management plans for strengthening city level data base to improve the reliability scores for SLBs

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8. Financing of Urban Sanitation Investments

A higher dependence on State Government for revenue income and the quantum of income which is uncertain poses financial management challenges to the local governments. The timing of the income and uncertainty of the quantum will not facilitate ULBs and / or service providers to do any kind of multi-year budgeting for meeting expenditure obligations. All financial planning will tend to be very short-term based and constrained by limited visibility in the revenue income.

The current urban financing framework relies significantly on the idea of resource transfers from the State Government to local Government Institutions by way of grants to fill the gap between the expenditure demand and the revenues demand. This takes away the advantage of buoyancy in revenues.

The local government revenue mix will need to have greater share of own-share income. It is observed that the powers of taxation of the local governments as defined by the respective acts have several constraints and limitations. These have also been major contributors in restraining the revenue bases of the ULBs. There is a need for a greater degree of freedom to allow the ULBs to raise taxes and duties and existing statutes may be amended to provide such powers.

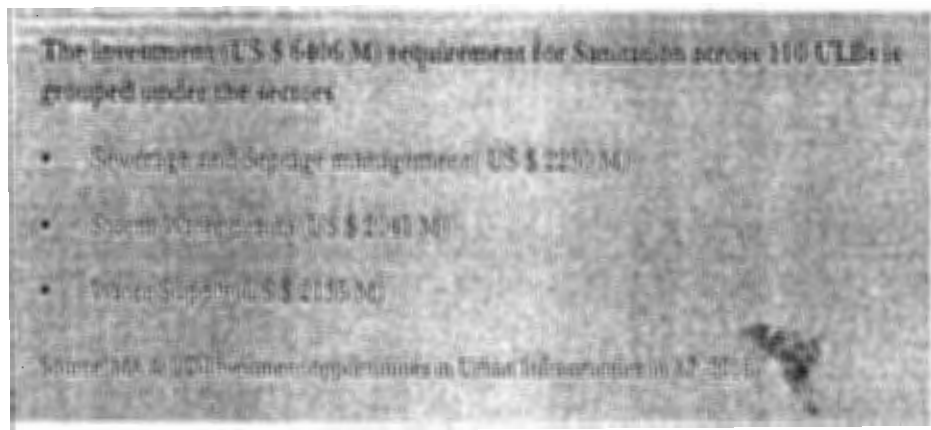
The enhancement of their own revenue income needs to be achieved by optimizing income from existing assigned sources and adding new sources of income added such as a consumption-linked income source like a local body tax. A revenue-income base for which local governments are more responsible for rather than being considerably dependent on the State Government for fiscal transfers is desired in the long-run. Following are some of the revenue income streams that could be explored by the state and local governments.

- i. A dedicated State Urban Sanitation Fund (SUSF) may be set up under the budget of MA&UD with outlay from the state budget, supplemented by any provisions from MoUD, GoI. The proposed SUSF will be utilized for urban sanitation, and will focus on assisting the ULBs in the management – planning, communication, monitoring, etc. - aspects of urban sanitation. Guidelines for access and use of this fund would be framed and the SNUS will advise the department on the approval and sanction of ULB proposals. It will be mandatory for ULBs to commit to prepare the CSP for accessing this fund, and subsequent fund flows will be conditional with the implementation of the CSP.
- ii. The consolidation of ULB City Sanitation Plans (anticipated over the 2014-2018 period) at the state level would indicate financing requirements for implementing total sanitation in the urban areas of the state.
- iii. A portfolio of funding sources - funds available through schemes like AMRUT, SBM, Smart City, Housing for all and PMAY; funds committed through externally

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aided projects, PPP options with private or corporate sector – and possibilities of partnerships with NGOs, private sector, CSR and other sanitation sector participants would be explored by the SNUS and clear guidelines issued to the ULB on the nature and modalities for accessing these.

- iv. The MA&UD will earmark a certain percentage of its annual budget over three succeeding financial years (from FY 2015-16 to FY 2018-19); towards soft components- behavior change communication, technical support and administrative cost, which is essential to set the strategy in place and implement action plans.
- v. The ULBs concerned will earmark a certain percentage of their own resources to be spent on creating and maintaining vital sanitation infrastructures in the city on sustainable basis; with objectively verifiable results thereof. This will be adjudged as an initiative towards ODF status.
- vi. Providing access of households to a variety of micro-credit options through self-help groups (SHGs), microfinance institutions (MFIs), credit cooperative societies or the new housing finance companies being set up with a focus on small loans
- vii. Greater focus is needed on mobilizing local resources, as well as evolving innovative ways such as results-based funding and grants, and creating avenues for funding by CSR and social investors through new instruments.

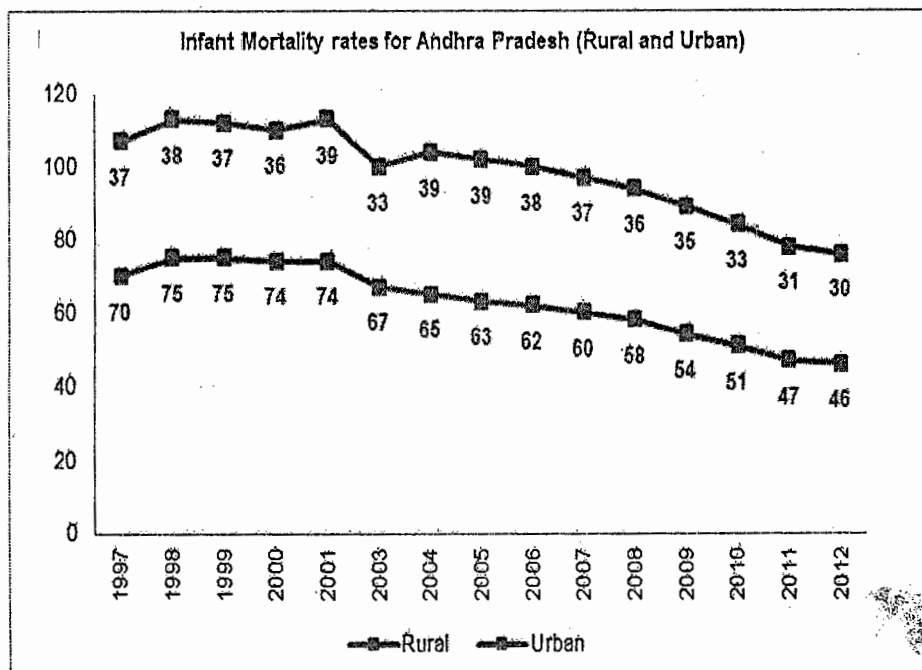


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9. Human Development Outcomes for Sanitation Investments

Investment in safe water supply and access to improved sanitation has multiple economic returns. For every 1 US Dollar invested, there is a projected USD 3 to 34 benefit gained. The benefits range from time savings and productivity gains, to budget savings on health-care. Per capita gains for the developing world population could reach at least USD 15 per capita per year.²¹

It is well established that aspects of women safety, dignity and well-being are intrinsically linked to improved availability, access and use of sanitation and drinking water facilities.



9.1 Health Outcomes

Infant Mortality Rate (IMR) is considered to be the single most significant indicator of public health outcomes for which safe water and sanitation is one of the important determinants. The urban parts of Andhra Pradesh are reporting a decline in the IMR from 37²² in 1997 to 29 in 2014 according to SRS Bulletin 2014. It still has substantial scope for reduction if the poor and vulnerable communities improve their access and utilization of WASH facilities. The sanitation sector investment will help the state in achievement of its XII FYP target to reduce IMR from 41 to much lower than 29 by end of the current five year plan in 2017.

21 Hutton, Guy, and Laurance Haller (2004), Evaluation of the Costs and Benefits of Water and Sanitation Improvements at the Global Level, World Health Organization, Geneva

22 IMR measured in children per 1000

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The urban areas are performing better than the rural areas in terms of key indicators of human development. The Infant Mortality Rate (IMR) is 16 percent point lower in urban areas at 30 per 1000 as compared to 44 per 1000 in the rural areas. It is yet substantially higher when compared to the state of Kerala wherein it is 9 per 1000 for the urban areas. There are cases reported related to diarrhea and gastroenteritis in Ananthapur (41,693).

9.2 Environmental Outcomes

To define the environmental outcomes, it is imperative to establish the benchmarks and the targets that maintain sensitive ecosystems such as water bodies especially in the coastal areas. The parameter needs to fall in line with nationally available standards and regulations for water quality monitoring. The water body classification of CPCB and water quality norms for discharge of effluents (EPR, Pollution Control Law Series, PCLS/4/2000-2001) are important pre-requisite. The surface water monitoring undertaken by AP State Pollution Control Board (AP PCB) suggests that the pollution load is quite high in the water bodies primarily contributed by the direct disposal of the municipal sewerage.

9.2.1 Environmental Challenges

Urbanization is usually accompanied with environmental problems such as water and air pollution due to increased solid and liquid wastes adversely impacting public health and quality of life. The environmental decline due to urbanization also contributes to climate change. The risk of environmental disasters is also increasing resulting in loss of property and human lives. It is important for cities to protect the environment, prepare to address environmental problems and meet disasters without loss of life, property and resources. Cities should focus on making them resilient from disasters in a planned and phased manner. The quality of physical environment focusing on water, air and soil needs to be preserved and protected. Cities are increasingly becoming vulnerable to disasters like fire, industrial accidents, earth quakes, floods, cyclones etc. Almost all districts and major cities and towns in the state are located along the coastal corridor and are extremely vulnerable. The recent Hudhud storm has devastated north coastal districts and cities like Srikakulam, Vizianagaram and Visakhapatnam. There is need for disaster preparedness and for making cities and towns disaster resilient.

9.3 Gender and Inclusive Sanitation outcomes

The literacy gender gap, with male literacy rates of 75.56 percent vis a vis female literacy rate of 59.74 percent in the state Andhra Pradesh can be better bridged with adequate focus on school sanitation especially for girl students. In the schools of urban areas, the enrollment rates for boys and girls up to elementary school are 51 and 48.99 percent respectively. The evidence suggests that while the enrollment remains high but the drop out happens sharply with increase in age-set for the girls due to lack of adequate

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hygienically operated sanitation facilities. The school drop-out rates for girls is presently reported as 3.25 at Primary Level (I-V), 18.95 at Elementary Level (I-VIII) and 27.48 at Secondary Level (I-X).²³

The poverty level in the state of Andhra Pradesh is 6 percent at the poverty line of Rs. 1009 monthly per capita. This translates to about 1.7 Million persons below poverty line in absolute numbers.²⁴ About 36 percent of the urban population dwells in slum areas. The aspects of public sanitation from point of women safety, dignity and well-being are critically important in the state of Andhra Pradesh.

²³ Andhra Pradesh State Elementary Education Statistics, 2013-14

²⁴ Planning Commission (July 2013) Poverty Estimates in India based on data of 2011-12

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10. Sector Regulation - monitoring and incentives

Sanitation ratings and ranking as suggested under NUSP and Swachh Survekshan covers 110 ULBs in the state of Andhra Pradesh during last sanitation ranking. This will be extended to cover all the ULBs in the state of Andhra Pradesh and they will be used to establish reward scheme. The participation of primary stakeholders i.e. users of services will be encouraged. Also, a Clean School Campaign that is used for establishment of annual award schemes will be set up.

There is a need to institutionalize incentives schemes that encourage the Municipal bodies to prioritize sanitation on the pattern similar to Nirmal Bharat Abhiyan (NBA) for the rural areas under the recently launched Swachh Bharat Mission (Urban).

The state needs to provide a regulatory role in promotion of the 74TH CAA while undertaking the monitoring functions. The state will need to enforce achievement of the defined benchmarks and can use this tool for monitoring performance by linking funding with progress towards achieving service level benchmarks. ULBs are encouraged to participate in 'third party assessments' that will help in bringing about required modifications in approach to service delivery for holistic outcomes. Therefore, the state will have to introduce citizens' report cards, citizens' monitoring committees, self-assessment system, inter-city competitions, concurrent evaluation and third party assessments as monitoring tool for improving urban governance of water and sanitation services

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11. Capacity Building and Training

In the context of this strategy, it is recognized that there is a need to improve the efficiency of the state departments and the ULBs across the state through a systematic approach, of which training is an important component. It is understood that capacity development is a long-term process that requires systematic and continuous effort at state as well as ULB level, both from the demand and supply perspective of service delivery.

Currently, Dr. Marri Channa Reddy Human Resource Development Institute of Andhra Pradesh (MCRHRD) is the apex training institute at the state level offering training on a wide range of subjects for various government programmes and departments. The other training institutes include the RCUES, ASCI and NIUM. However, it does not have a dedicated center for the urban sector as in the other ATIs such as YASHADA, ATI Mysore etc. To support the implementation of SSS in Andhra Pradesh it is necessary to have a dedicated Centre with adequate domain expertise to address the training needs of the state department as well as 110 ULBs across the state. The state will therefore tap funding opportunities that are being offered by MoUD to the maximum possible to establish State Institute of Urban Development (SIUD).

The provisions for training and capacity building with appropriate state training policies for the sanitation sector and Annual Action Plans for MA&UD, PHED and ULBs will be defined. Further training should be linked to development of competencies of individuals and to career progression as well as suitable amendment of service rules etc. The ULBs may be strengthened through adequate staffing ensuring all relevant posts in the various departments are filled. A dedicated training cell with a training manager may be created within SNUS and the municipal corporations within the state. Dedicated funds for training and capacity building activities may be provided. As recommended by National Training Policy 2012 (NTP), MA&UD and the ULBs will set aside at least 2.5 percent of their salary budget for training.

Municipal Cadre. The total number of workers engaged in across urban local bodies in the state of Andhra Pradesh is approximately 21,000

On the other hand, ULBs hire daily waged and contractual staff over and above the sanctioned staff. As ULBs have final responsibility for ensuring all service delivery achieves sanitary and environmental outcomes, it is therefore prudent to establish innate capacities within the ULB. Since urban local bodies are required to provide better urban services to the citizens and also to ensure planned development of the urban areas, there is a need to have a dedicated municipal cadre to meet the requirement of functional domain of the urban local bodies. Significant increase in urban population as well as financial transactions of ULB and implementation of urban reforms along with centrally sponsored/externally aided projects are added responsibilities of ULBs. These challenges necessitate separate municipal cadres in administrative, accounts, engineering and other technical services. Creation of municipal cadre will help in improving the performance of the urban local bodies and attract qualified people to

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the services. A cadre will facilitate career opportunities for the persons working in the municipalities and sharing of experiences across cities. A scoping study on establishment of the municipal cadre will be required to build strong foundation for the Municipalities.

The sanitation has experienced significant skills flight and now has a lack of capacity at all levels. Lack of skilled staff to manage this function adversely impacts the service delivery. Recognizing limitation in finding quality technical human resources, a long term view to the challenge is through gearing our technical institutes of higher education as well as vocational training to tailor courses of global standards.

The actions shall include:

- Creation of municipal cadre will help in improving the performance of the urban local bodies and attract qualified people to the services. A cadre will facilitate career opportunities for the persons working in the municipalities and sharing of experiences across cities. A scoping study on establishment of the municipal cadre will be required to build strong foundation for the Municipalities.
- Establish sufficient capacities in higher education that enables state and city departments to execute sanitation obligations in the field of environmental management, environmental engineering, water Resource management and other related fields.
- Establish sufficient capacities in vocational training that enables state and city departments to execute sanitation obligations in the field of household plumbing, network plumbing and any other related skills for sanitation operation.
- Develop a sector capacity development framework, clarify the scope and nature of capacity needs through a comprehensive sector capacity needs assessment.
- Refresher courses and long term courses such as the post graduate diploma in sanitation, operator training programs.
- Professional skills strengthening through short targeted courses and regular refresher courses for the staff in sanitation.
- Review of training curriculum against the needs of the water supply and sanitation sector on conducting a Training Needs Assessment

Capacity building programs will also need to target artisans (builders, pump mechanics, well sinkers, masons, plumbers, tap inspectors, line men, , planners, community mobilizers, hygiene promoters, and community leaders. Guidance on good business practices will be needed for local entrepreneurs, NGO and private sector institutions involved in component supply chains..

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12. Climate change and WASH services

Climate change is recognized as one of the defining challenges for the 21st century. More frequent and intense extreme weather events experienced through droughts, floods and less predictable rainfall and water flows, to name a few. These will place established water and sanitation services – and future gains in access and service quality – at real risk. Water supply and sanitation are affected by climate change and have an impact on climate change. The carbon footprint of water supply and sanitation such as energy used in pumping can be significant. The effects of climate impacts on sanitation may be direct – where water is an essential part of the technology process (e.g. sewerage) – or indirect – where the capacity of the environment to absorb or reduce the adverse effects of wastes is changed.

Climate change, manifested in floods, pose a potential threat to the sanitation and hygiene sector. Extreme events such as floods can damage septic tanks, waste processing facilities and sewerage systems, resulting in contamination of groundwater and increasing public health risks. Similarly, in dry environments, conventional sewerage systems, with relatively high water requirements are difficult to operate and maintain. Increasing urbanization results in issues of discharge of untreated sewage and solid waste will increase, thereby compounding the problem arising from climate change.

While there is evidence to generalize which technologies is more and less likely to be climate change resilient in a given region, we lack tools to assess the climate change resilience of a technology in a given specific location. Developing such tools is a priority. Also, building knowledge to review programming and operations to assess and increase the achievement of resilience of climate change will be pursued.

In line with National Action Plan on Climate Change (NAPCC), Government of Andhra Pradesh will make a commitment to address the “challenge of urbanization and Climate Change.

Even though climate change poses a threat to water supply and sanitation but not yet been integrated into regional and local level planning

- Sanitation needs to be factored into climate change responses at regional and local governmental levels as part of disaster management response.
- The state to act on climate change through facilitating the integration of climate change adaptation and mitigation into regional and local planning.

The state to develop action plan for a rapid response to climate change disasters like flooding, to reduce the impact on people, infrastructure, water and sanitation in coordination with the disaster management team at the district level.

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The department of Municipal Administration and Urban Development will work on establishing a Working Group on Sustainable Urban Habitat (WGSUH) to prepare State Plan of Action on Urban habitat and Climate Change in line with the National Mission on Sustainable Urban Habitat.

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13. Implementation framework of SSS

Based on forgoing analytical discussions anchored in best available evidence, and covering all above mentioned issues the implementation of the AP State Sanitation Strategy will be undertaken through an SSS Implementation Framework to be set up within 1 year around the following cornerstones, with an understanding that while each one of them are interdependent and yet stand alone on its own strength, merits, timelines and budgets:

- 13.1 (a) State advisory on establishing effective, efficient and user responsive water and sanitation utilities for municipal authorities is issued through a government notification.
- 13.1 (b) The institutional structures for delivery of urban sanitation in the state are established across tiers from state to area sabha. These area sabhas in next two years to be equipped with staff, budget and clear roles and responsibilities.
- 13.1 (c) A Water and Sanitation Regulatory body/Commission is required at the state level to assist in regulating the issues of water generation, transmission and distribution, tariff fixation and capturing customer feedback and grievance redressal, and for recycling and reuse of waste water, and for fixing sewerage service tariff. The body/commission will also serve the purpose of expanding the water and sanitation services and for improved service delivery and customer satisfaction. The body/Commission is also expected to ensure equity, accessibility, reliability and affordability of the services to all.
- 13.2 State Urban Policy is developed that tackles the perspective planning for urbanization and urban growth and the challenges of climate change in the state including the aspect of urban definition in the context of the state of Andhra Pradesh within two years of AP SSS adoption. APUFIDC and other key departments should play a key role in preparation and finalization of the State Urban Policy.
- 13.3 Universal access to sanitary toilets in all urban areas of Andhra Pradesh is achieved within a year of SSS adoption and sustained for three years so as to be declared as having achieved status of Andhra Pradesh state as open defecation free.
- 13.4 All urban centers are equipped with City Sanitation Plans (CSPs) in one year with technical assistance from the institutional structures and financial assistance from the MA&UD.
- 13.5 Sanitation rating and ranking (Swachh Survekshan) is rolled out for all urban centers on pattern similar to national sanitation ranking and undertaken annually.
- 13.6 Annual Award Schemes are launched by the state government on the pattern of Nirmal Bharat Abhiyan (NBA) for urban areas.
- 13.7 State level Communication Plan for promotion of hygiene and sanitation in urban areas is prepared based on formative research and advanced research

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methods. A wider dissemination of the AP SSS itself is also required amongst various stakeholders including the elected representatives of the Urban Local Bodies (ULBs) so as to ensure that the sector directions are coherent and directional for the state as a whole. The use of appropriate communication methods such as mass media, public contact programmes and advocacy campaigns will be used for popularizing the intent and purpose of the AP SSS.

13.8 State government will harness the resources offered by MoUD in establishing State Institute of Urban Development (SIUD) that has a capacity development plan at the state level based on the training / capacity need assessment of the ULBs and stakeholders including the elected representatives.

13.9 A state level action plan for promotion of universalizing gender sensitive urban sanitation in underserved areas, public spaces and institutions such as market, schools, religious centres, anganwadi centers, Petrol Bunks, Bus Stations, transition points, and health posts (under National Urban Health Mission) is prepared in next two years. Swachha Andhra Corporation is taking up the activities of construction of Individual Household Toilets, Community Toilets and Public Toilets to ensure sanitation services to all. State to develop guidelines to streamline construction, operation and maintenance of the public and community toilets across the state.

Provision of Public Toilets at APSRTC bus stations: APSRTC to plan and provide public toilets at every bus station on Pay and use model based on third party contacting for a period of 5 years.

13.10 Citizens' report cards, citizens' monitoring committees, self-assessment system, inter-city competitions, concurrent evaluation and third party assessments as monitoring tool for improving urban governance of water and sanitation services are introduced. State needs to develop a comprehensive grievance redressal system to cater to the needs of the citizens which could be linked to mobile applications etc.

13.11 An Integral Urban Information System (IUIS) is established in the MA&UD with data management protocol that is developed based on field level data and information need assessment with Municipal Authorities. The cutting edge technology is applied in making use of MIS and GIS for database archiving and retrieval functions.

13.12 Technical guidelines are developed on comprehensive range of services in the water and sanitation sector matching the needs of the physical characteristics of urban centers in next two years. The guidelines will focus on establishing normative framework that exceeds national standards to promote outcomes on public health, environment and quality of human life.

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- 13.13 State to develop comprehensive guidelines for Integrated Waste water and Septage Management. A detail action plan for Septage Management should be developed in the next one year that considers the multi-dimensional facet of the problems to guide the municipal authorities in preparation of waste water laws and its implementation.
- 13.14 State Strategy on Municipal Solid Waste to be updated in line with MSWM Rules 2016 and MSWM Manual 2016, as endorsed is disseminated in the state in next three months and used to formulate city action plans by the municipal authority as well as regional concepts that aim to meet the relevant service level bench mark for all urban local bodies in next five years.
- 13.15 Develop State level Master Plan for Universal access to Drinking Water in the state including the financial sustainability. To ensure the urban population have 100 percent access to piped water supply, mostly through individual connections.
- 13.16 Scope for improved management of storm water drainage is fully understood with the perspectives of recovery, recycling and reusing through a scientific study in select cities.
- 13.17 On the pattern of HPEC Report at the national level, state government will develop sector business / investment plan that use relevant normative regimes for urbanization for cost estimates. State could explore different financial models to strengthen Public Private Partnership in various sectors. A dedicated cell/ unit could be established for strengthening PPP in various sectors.
- 13.18 (a) A State Urban Sanitation Fund (SUSF) to be established under the MA&UD Department and with a dedicated financial allocation for the budget year 2016-17 onwards.
- 13.18 (b) A Committee shall be constituted for deliberations on alternate financing models and implementation mechanisms for various recommendations under SSS. The committee shall take up priority recommendations as suggested by SLSC for working out a detail financial model and budget requirements for the same.
- 13.19 A Working Group is established by the Government of AP on Sustainable Urban Habitat focusing on climate change challenges in urban areas including the aspects related to water and sanitation that prepare a State Action Plan on Cities and Climate Change in Andhra Pradesh.
- 13.20 A regular review of the AP SSS will be required for the purpose of reviewing & monitoring the progress towards the goal and vision that translates in concrete outcomes in the lives of people living in urban areas but also to undertake mid-course correction in light of better insight in to the field level feedback coming from the citizens and municipal authorities

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14. Timeline and Action Plan

The above recommendations need to be prioritized by the state based on resources available in consultation with the SLSC. These recommendations can be broadly classified into short, medium and long term measures. Short term measures are measures which can be implemented in less than a year, medium term measures can be implemented in 1-3 years and long term measures which shall take over 5 years for completion depending on the requirement. Various departments should be involved in the implementation of the SSS. An indicative implementation plan is attached as Annexure to the document.

Annexure 1 : Draft Implementation Plan
SSS Implementation Plan for Andhra Pradesh

Annexures

S.No.	Thematic Areas	Broad Measures to be implemented from the AP-SSS (based on SLSG discussions)	Details of the Measures (as in the AP-SSS)	Implementation Timeline			State Departments Involved				Prioritized for Action by SLSG		
				Short (<1 year)	Medium (1-3 years)	Long (>3 years)	MA&UD (G & DMA)	Swachha Andhra Corporation (SAC)	Finance	Environment/Health		IT	Engineering and Chief (ENG)
1	Universal Sanitation coverage	State plan for universal access to sanitation and ODF	Universal access to sanitary toilet in all urban areas of Andhra Pradesh is achieved within a year of SSS adoption and sustained for three years so as to be declared as having achieved status of Andhra Pradesh state as open defecation free	✓			•	○					
		State level IEC plan for hygiene and sanitation solutions	State level Communication Plan for promotion of hygiene and sanitation in urban areas is prepared based on formative research and advanced research methods		✓		•	○		•	•		
		State level action plan for gender sensitive urban sanitation solutions	A state level action plan for promotion of universalizing gender sensitive urban sanitation in underserved areas, public spaces and institutions such as market schools, anganwadi centers and health posts (under National Urban Health Mission) is prepared in next two years		✓			○					
2	Sanitation for Health and Environmental Outcomes	Development of technical guidelines for the Sanitation sector	Technical guidelines are developed on comprehensive range of services in the water and sanitation sector matching the needs of the physical characteristics of urban centres in next three years. The guidelines will focus on establishing normative framework that exceeds national standards to promote outcomes on public health, environment and quality of human life. The guidelines on various key areas like Public Toilets, Community Toilets, Integrated waste water management to be developed in line with the state sanitation agenda.	✓			•	○					
		Development of Guidelines of integrated waste water management and septage management	State Plan of Action for Septage Management is developed in next two years that considers the multi-dimensional facet of the problems to guide the municipal authorities in preparation of waste water laws and its implementation.	✓			•	○					
		Development of state strategy on Municipal Solid Waste	State Strategy on Municipal Solid Waste, as endorsed is disseminated in the state in next three months and used to formulate city action plans by the	✓				○					
		Preparation of state master plan for universalising state level water supply	Develop State level Master Plan for Universal access to Drinking Water in the state including the financial sustainability, to ensure the urban population have 100 percent access to piped water supply, mostly through individual connections.		✓			•				○	
		Storm water drainage management plan (recover/recycling/reuse)	municipal authority, as well as regional concepts that aim to meet the relevant service level benchmark for allocate local bodies in next five years.		✓			•				○	

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S.No.	Thematic Areas	Broad Measures to be implemented from the AP-SSS (based on SLSC discussions)	Details of the Measures (as in the AP-SSS)	Implementation Timeline			State Departments Involved					Prioritized for Action by SLSC		
				Short (<1 year)	Medium (1-3 years)	Long (>3 years)	MA&UD (IC & DMA)	Swachha Andhra Corporation (SAC)	Finance	Environment /Health	IT		Engineering and Chief (ENG)	
3	Sanitation institution and capacity building	Creation of institutional structures across 3 tiers (Staff, budget, Roles & Responsibility)	The institutional structures for delivery of urban sanitation in the state are established across tiers from state to area sabha in next two years equipped with staff, budget and clear roles and responsibilities.											
		Devising and implementing Capacity building plan for the state	State government will harness the resources offered by MOUD in establishing State Institute of Urban Development (SIUD) that has a capacity development plan at the state level based on the training / capacity need assessment of the ULBs and stakeholders including the elected representatives.											
		Strengthening of Sanitation Cell/ Sanitation Mission / Institutions	State advisory on establishing effective, efficient and user responsive water and sanitation utilities for municipal authorities is issued through a government notification. A Water and Sanitation Regulatory body/Commission is required at the state level to assist in regulating the issues of water generation, transmission and distribution, tariff fixation and capturing customer feedback and grievance redressal, and for recycling and reuse of waste water, and for fixing sewerage service tariff.											
		Development of state urban policy	State Urban Policy is developed that tackles the perspective planning for urbanization and urban growth in the state including the aspect of urban definition in the context of the state of Andhra Pradesh within two years of AP SSS adoption.											
4	Strengthened sector planning and governance	AP ULBs with CSPs	All urban centers are equipped with City Sanitation Plans (CSPs) in next two years with technical assistance from the institutional structures and financial assistance from the MA&UD.											
		Sanitation Ranking/ rating for all ULBs	Sanitation rating and ranking is rolled out for all urban centers on pattern similar to national sanitation ranking and undertaken annually.											
		Annual award schemes/ Citizens report card/ inter-city competition for improved infrastructure	1) Annual Award Schemes are launched by the state government on the pattern of Nirmal Bharat Abhiyan (NBA) for urban areas. 2) Citizens' report cards, citizens' monitoring committees, self-assessment system, inter-city competitions, concurrent evaluation and third party assessments as monitoring tool for improving urban governance of water and sanitation services are introduced.											
		Setting up of Integral Urban Information System (IUIS) for data management	An Integral Urban Information System (IUIS) is established in the MA&UD with data management protocol that is developed based on field level data and information need assessment with Municipal Authorities. The cutting edge technology is applied in making use of MIS and GIS for database archiving and retrieval functions.											

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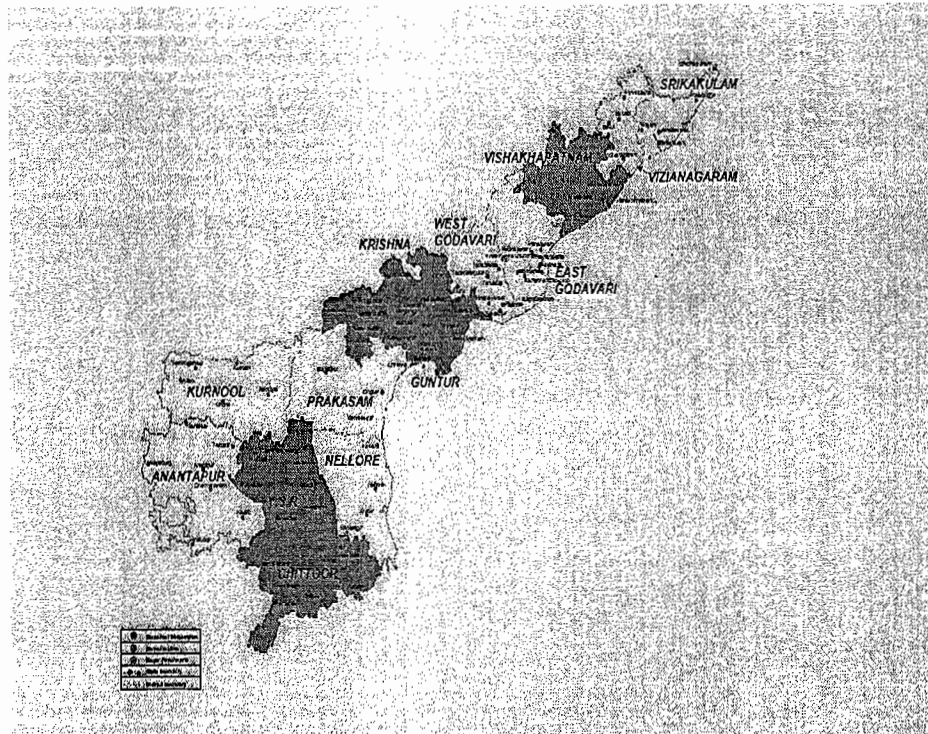
S.No.	Thematic Areas	Broad Measures to be implemented from the AP-SSS (based on SLSC discussions)	Details of the Measures (as in the AP-SSS)	Implementation timeline			State Departments Involved					Prioritized for Action by SLSC	
				Short (<1 year)	Medium (1-3 years)	Long (> 3 years)	MA&DD (C & DMA)	Swachha Andhra Corporation (SAC)	Finance	Environment /Health	IT		Engineering and Chief (ENG)
5	Financial and environmental Sustainability	Setting up of state urban sanitation fund	A State Urban Sanitation Fund (SUSF) to be established under the MA&DD Department and with a dedicated financial allocation for the budget year 2016-17 onwards. A Committee shall be constituted for deliberations on alternate financing models and implementation mechanisms for various recommendations under SSS. The committee shall take up priority recommendations as suggested by SLSC for working out a detail financial model and budget requirements for the same.		√		○		•				
		Development of Sector and business investment plan for urbanization	On the pattern of HPEC Report at the national level, state government will develop sector business / investment plan that uses relevant normative regimes for urbanization for cost estimates.			√	•		○				
		Working group for sustainable urban habitat (Climate change in cities)	A Working Group is established by the Government of AP on Sustainable Urban Habitat focusing on climate change challenges in urban areas including the aspects related to water and sanitation that prepare a State Action Plan on Cities and Climate Change in Andhra Pradesh.	√			•	•		○		•	•
		Review/ preparation of state action plan on cities and climate change	Same as above		√		•			○		•	
		Regular review and Updation of SSS-IP	A regular review of the AP SSS will be required for the purpose of reviewing & monitoring the progress towards the goal and vision that translates in concrete outcomes in the lives of people living in urban areas but also to undertake mid-course correction in light of better insight in to the field level feedback coming from the citizens and municipal authorities.		√		○						

- Primary Department for Implementation
- Secondary Department for Implementation
- █ Short term
- █ Medium term
- █ Long term

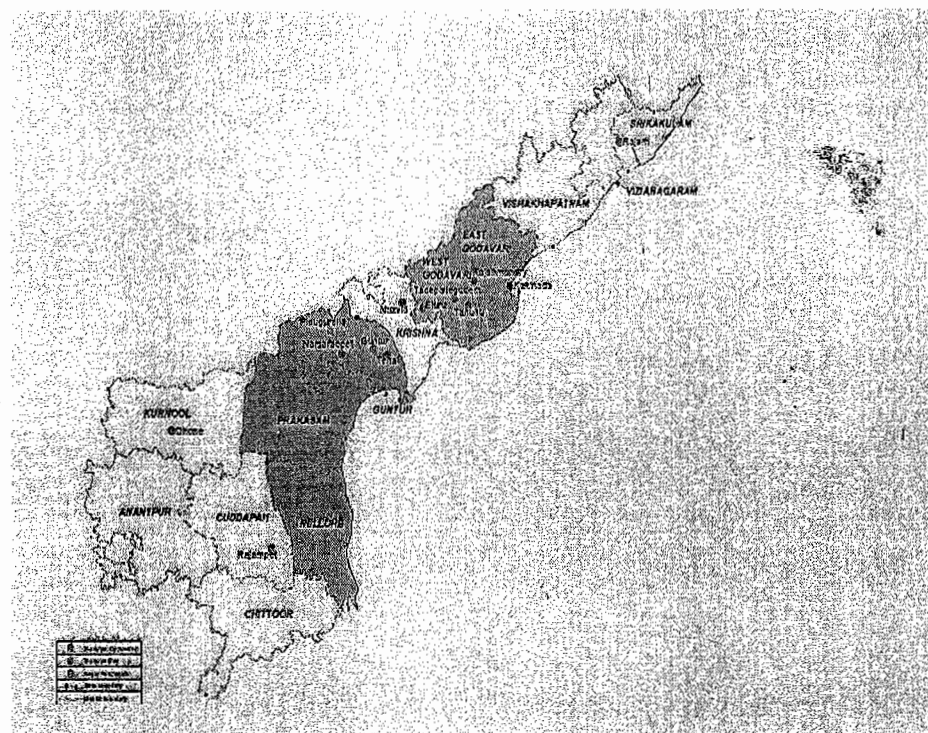
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Annexure 2: Districts with highest level of Urbanisation



Annexure 3: Districts with highest percentage of urban households with septic tanks



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Technical Partner

GIZ - Support to National Urban Sanitation Policy Project - II

About GIZ

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a global service provider in the field of international cooperation for sustainable development with around 16,400 employees. GIZ has over 50



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As a service provider with worldwide operations in the field of international cooperation for sustainable development, GIZ works together with its partners to develop effective solutions that offer people better prospects and sustainably improve their living conditions. GIZ is a public-benefit federal enterprise and supports the German Government as well as many public and private sector clients in a wide variety of areas, including economic development and employment, energy and the environment, and peace and security.

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